

THE NAVAJO NATION
Department of Personnel Management
JOB VACANCY ANNOUNCEMENT

REQUISITION NO: DGS14216555
 POSITION NO: 244240
 POSITION TITLE: _____

DATE POSTED: 11/05/18
 CLOSING DATE: 11/19/18

Maintenance Technician

DEPARTMENT NAME / WORKSITE: Employee Housing Program/Window Rock, AZ

WORK DAYS: <u>Monday - Friday</u>	REGULAR FULL TIME: <input checked="" type="checkbox"/>	GRADE/STEP: <u>AR60A</u>	
WORK HOURS: <u>8:00 am - 5:00 pm</u>	PART TIME: <input type="checkbox"/>	NO. OF HRS./WK.: _____	\$ <u>30,035.20</u> PER ANNUM
SENSITIVE <input checked="" type="checkbox"/>	SEASONAL: <input type="checkbox"/>	DURATION : _____	\$ <u>14.44</u> PER HOUR
NON-SENSITIVE <input type="checkbox"/>	TEMPORARY: <input type="checkbox"/>	_____	

DUTIES AND RESPONSIBILITIES:

Under general supervision, performs journeymen level installation, modification/alteration, skilled repair and maintenance work, and preventative maintenance on residential units in several trades; plumbing, carpentry/cabinetry, painting, electrical, HVAC, appliance repair and maintenance, Alarm system installation/maintenance. Maintain, clean, and make repairs to tools and equipment used to perform duties. Provides and receives cross training in all trades. Ensure proper work methods and safety standards are followed. Performs on call emergency duties for major outages and emergency maintenance services for residential units.

****WILL BE REQUIRED TO BE ON STAND-BY WHEN SCHEDULED.** (will include afterhours, weekends and holidays)

QUALIFICATION REQUIREMENTS: (Education, Experience and Training)

Minimum Qualifications:

- A high school diploma/GED; and three (3) years of general building maintenance experience in one or more trades area; or an equivalent combination of education and experience.

Special Requirements:

- Possess a valid state driver's license.
- A favorable background investigation.

(To receive full credit for education, certification, or licensure, transcripts, copies of degrees, certificates, and other appropriate documents must be submitted along with employment application.)

Special Knowledge, Skills and Abilities:

Must have residential renovation and residential related work experience. 1st Aid/CPR, Knowledge of common practices, methods, materials and tools of various journey level building, electrical, and plumbing trades. Knowledge of National Electric Code, Building Code and Plumbing Code. Knowledge of hazards and safety precautions of various trades. Knowledge of power and technical tool operation related to appliance repair and maintenance. Knowledge of installation and programming of security alarm systems. Knowledge of occupational safety and health regulations and practices. Skill in troubleshooting and repairing a variety of commercial and residential appliances. Skill in performing semi-skilled tasks of various trades. Skill in safely working with potentially hazardous materials, chemicals and supplies. Skill in prioritizing and handling multiple assignments. Skill in maintaining and repairing power and hand tools and equipment. Skill in establishing and maintaining effective working relationships. Skill in welding and welding processes, knowledge in use of welding tools and equipment. Physical Requirements - work requires extended hours working, lifting, carrying and transporting heavy tools, appliances, material and equipment weighing in excess of 100 pounds; requires climbing, kneeling, bending, stooping and working in confined spaces. Must provide and pass an annual physical examination.

THE NAVAJO NATION GIVES PREFERENCE TO ELIGIBLE AND QUALIFIED APPLICANTS IN ACCORDANCE WITH THE NAVAJO PREFERENCE IN EMPLOYMENT ACT AND VETERANS' PREFERENCE.