THE NAVAJO NATION
Department of Personnel Management
JOB VACANCY ANNOUNCEMENT

REQUISITION NO:	**DNR0589572**	DATE POSTED:	**11/24/14**
POSITION NO:	**242646**	CLOSING DATE:	**12/09/14**
POSITION TITLE:	**Parks Maintenance Worker**		
DEPARTMENT NAME / WORKSITE:	NPRD - Monument Valley Welcome Center - Monument Valley, AZ		

WORK DAYS:	Varies	REGULAR FULL TIME:	☑		GRADE/STEP:	AB57A
WORK HOURS:	Varies	PART TIME:	☐	NO. OF HRS./WK.:	$ 22,131.20	PER ANNUM
		SEASONAL:	☐	DURATION :	$ 10.64	PER HOUR
		TEMPORARY:	☐			

DUTIES AND RESPONSIBILITIES:

Under general supervision of the Park Manager, to perform semi-skilled work of routine difficulty in the maintenance of tribal parks area, buildings, camp/picnic grounds and facilities, collects and dispose of trash, cleans portable restrooms, performs related work as assigned. Ability to construct, install and repair benches, tables, shelters, fences, comfort stations and related facilities and equipment. evaluates problems and makes decisions as to appropriate action to resolve the situation following operational guidelines and procedures

Maybe responsible for providing answers to visitor's questions concerning the specified parks area, recreational opportunities, and campground availability at other park area; distributes maps, brochures, and other printed materials; provides direction and routes of travel through the area; informs visitors of potential safety hazards; and perform other related duties as assigned or required

QUALIFICATION REQUIREMENTS: (Education, Experience and Training)

Minimum Qualifications:

- A high school diploma or GED, and two (2) years experience in construction, maintenance, parks and facility maintenance

Preferred Qualifications:

- Proficient in the use of power and hand tools

Special Requirements:

- Possess a valid state driver's license.

(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:

Knowledge of building and construction trades and the use of hand and power tools; knowledge in the principles and practices of development and operation of public parks and use areas; knowledge of maintenance conditions to determine equipment and park refurbishment needs. Skill in operating, maintaining and caring for equipment common to general maintenance assignments. Skill in building and parks maintenance and repair techniques. Skill in establishing cooperative work relationships with those contacted in the course of work. Ability to communicate effectively orally and in writing; ability to deal effectively and deal with a high volume of personal contacts.

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