THE NAVAJO NATION
Department of Personnel Management
JOB VACANCY ANNOUNCEMENT

REQUISITION NO: **DNR05811404** DATE POSTED: 02/01/16

POSITION NO: 203881 CLOSING DATE: 02/12/16

POSITION TITLE: **Laborer**

DEPARTMENT NAME / WORKSITE: Parks and Recreation - Teec Nos Pos, Arizona

WORK DAYS: Varies

WORK HOURS: 8:00- 5:00

REGULAR FULL TIME: ☐

PART TIME: ☐ NO. OF HRS./WK.: 40

SEASONAL: ☐

TEMPORARY: ☑ DURATION :

GRADE/STEP: AB55A

$ 18,616.00 PER ANNUM

$ 8.95 PER HOUR

DUTIES AND RESPONSIBILITIES:

Under general supervision, performs a variety of unskilled or semi-skilled manual duties of routine difficulty requiring limited knowledge or techniques, tools and equipment, performs related duties as assigned.

QUALIFICATION REQUIREMENTS: (Education, Experience and Training)

Minimum Qualifications:

None

Preferred Qualifications:

Six months of trades, construction, warehousing, grounds, landscaping or maintenance experience. Possess a valid state driver's license,

Special Requirements:

Uses various hand tool and power tools, loads and unloads supplies, office furniture and equipment, performs general work in the servicing of grounds area to include, but not limited to installing barricades, setting outstand building fences, assist with trades and craft workers with manual labor and maintenance work; maintains building and worksite free of debris, sweeps, mops, cleans and cares for tools and equipment.

(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 tools used and materials used in construction trades. Knowledge of operation and maintenance of hand and power tools. Ability to read and interpret blue prints and specifications. Ability to understand and follow verbal and written instructions.

<<A favorable background investigation is required>>

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