

THE NAVAJO NATION
Department of Personnel Management
JOB VACANCY ANNOUNCEMENT

REQUISITION NO:	<u>DOH0639848</u>	DATE POSTED:	<u>03/24/15</u>		
POSITION NO:	<u>941755</u>	CLOSING DATE:	<u>04/06/15</u>		
POSITION TITLE:	<u>Maintenance Technician (S)</u>				
DEPARTMENT NAME / WORKSITE:	<u>DOH/Navajo Special Diabetes Project/Window Rock, AZ</u>				
WORK DAYS:	<u>Mon-Fri</u>	REGULAR FULL TIME:	<input checked="" type="checkbox"/>	GRADE/STEP:	<u>AB60A</u>
WORK HOURS:	<u>80 hours</u>	PART TIME:	<input type="checkbox"/>	NO. OF HRS./WK.:	<u>\$ 28,600.00</u> PER ANNUM
		SEASONAL:	<input type="checkbox"/>	DURATION :	<u>\$ 13.75</u> PER HOUR
		TEMPORARY:	<input type="checkbox"/>		

DUTIES AND RESPONSIBILITIES:

Repair and troubleshoot HVAC systems. Removing and installing motors, belts, air filters, control units.
Repair building roof leaks, installing and removing asphalt shingles, install rain gutters and leaders.

Plumbing: installs new plumbing including pipes, drains, tubs, faucets, sinks and other plumbing fixtures and equipment; makes repairs on old plumbing.

Electrical: installs, alters, maintains and repair wiring system, installing outlets, light switches, install new light bulbs.

Maintain, repair or replaces heating ventilation and air conditioning units; estimates materials and supplies needed to complete work.

Wall framing inside buildings to add additional rooms or storage rooms; renovation.

Additional duties include assisting with events which involve contact with children and elders. Deliver checks, mail, etc. to service area offices.
Other duties as assigned.

QUALIFICATION REQUIREMENTS: (Education, Experience and Training)

Minimum Qualifications:

A high school diploma or GED; and three (3) years of general building maintenance experience in one or more trades area;

Preferred Qualifications:

Journeyman level certification; Occupational Safety and Health Administration training; and HVA training and certification.

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.)

Physical requirements and work environment:

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.

Special Knowledge, Skills and Abilities:

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 in 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 maintaining and repairing power and hand tools and equipment.

Skill in welding.

Ability to read and work from blueprints, shop drawings and sketches and learn relevant building, fire and safety codes.

<<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.