

SENIOR ZOO MAINTENANCE WORKER

DEFINITION: Under general supervision, performs work of moderate difficulty in supervising the construction, renovation and maintenance of Navajo Nation park and recreational/zoo areas and facilities; work includes supervising the handling and care of animals, preparation of food and feeding animals; performs related work as assigned.

ESSENTIAL FUNCTIONS: This list is ILLUSTRATIVE ONLY and is not a comprehensive listing of all functions and tasks performed by incumbents of this class.

TASKS:

Supervises the construction, installation, repair and maintenance of equipment and facilities at Navajo Nation parks, campgrounds, picnic grounds, and zoo facility; constructs animal exhibits; supervises work activities of assigned staff; trains and conducts performance evaluations; surveys park and facility/zoo areas and determines maintenance needs; identifies problem areas and recommends alternatives, modifications and solutions; performs journey level carpentry and electrical work including maintenance on electrical fixtures, plumbing, freezers, heating/air conditioning units, railings, trails and cages; makes recommendations on care and shelter of animals; prepares estimates for needed construction materials and supplies for construction and renovation projects; works with vendors for material selection and purchases; maintains records and logs; prepares required reports.

Assists in the capture and restraint of animals for examination and treatment purposes; performs patrol duties; supervises the disposal and disbursement of stray animals; may utilize firearms; supervises and/or prepares food following strict feeding schedule and diet requirements as directed by zoologist, feeding, watering and caring for animals; assists veterinarian with routine animal care; administers antibiotic treatments and bandages for injured animals; observes behavior of animals to detect any changes which may indicate injury or illness; performs janitorial duties; conducts tours for children and visitors; attends in-service training and staff meetings.

KNOWLEDGE, SKILLS AND OTHER CHARACTERISTICS:

Knowledge of carpentry, welding, plumbing, electrical and landscaping methods and practices.
Knowledge of occupational safety and health regulations, practices and procedures.
Knowledge of estimation of materials and supplies needed to complete assigned work.
Knowledge of hand and power tools used in the construction field.
Knowledge of USDA waste water regulations.
Knowledge of supervisory and management skills.
Knowledge of animal care, feeding and janitorial methods.
Skill in interpreting operating and maintenance instructions, manual, blueprints and sketches.
Skill in assessing areas and determining maintenance needs and problem areas.
Skill in carpentry, plumbing, electrical and landscaping work.
Skill in safely operating hand and power tools.
Skill in preparing written reports and evaluations.
Skill in providing training and assistance to subordinates.
Skill in the use and safety of firearms.
Skill in oral and written communication.
Skill in establishing and maintaining effective working relationships.
Ability to explain the relation to animals in the Navajo tradition.

THE NAVAJO NATION

Class Code: 3281
Natural Resources and Parks Series
Zoo Group
Overtime Code: Non-Exempt
Pay Grade: 59

SENIOR ZOO MAINTENANCE WORKER

PHYSICAL REQUIREMENTS AND WORK ENVIRONMENT: Work requires lifting and unloading materials and supplies up to 100 lbs.; digs holes, climbs ladders, shoveling, bending, and lifting in an outdoor environment

MINIMUM QUALIFICATIONS: A high school diploma or GED; and three (3) years of work experience in park/zoo maintenance and/or building trades; one (1) year of which must have been in a supervisory or lead capacity; or an equivalent combination of education, training and experience which provides the capabilities to perform the described duties.

SPECIAL REQUIREMENTS: Must possess a valid state driver's license. Within 90 days of date of hire must obtain a Navajo Nation Vehicle Operator's Permit.

Depending upon the needs of the Nation, some incumbents of the class may be required to demonstrate fluency in both the Navajo and English languages as a condition of employment.