



Ts'ah Bii Kin Chapter

Chapter Administration

JOB VACANCY ANNOUNCEMENT

REQUISITION NO: 2022-03

DATE POSTED: 01/04/22

POSITION NO: HE001

CLOSING DATE: OUF

POSITION TITLE: Heavy Equipment Operator

DEPARTMENT NAME / WORKSITE: Ts'ah Bii Kin Chapter

WORK DAYS: On Call Basis REGULAR FULL TIME: GRADE/STEP: N/A

WORK HOURS: 8 am to 5 pm PART TIME: NO. OF HRS./WK.: _____ \$ 4,651.20 PER ANNUM

SENSITIVE SEASONAL: DURATION : \$ 19.38 PER HOUR

NON-SENSITIVE TEMPORARY:

DUTIES AND RESPONSIBILITIES:

Operates motor grader, back hoe, semi-trucks and small engine equipment; levels grounds; excavates earthen pits; backfills and levels ground; flat bed trailers, and hauls most heavy equipment to work site; backfills canal banks, service roads, and canal road crossovers; cleans out diversion structures. Performs preventative maintenance including oil changes, grease, lubrication, and brakes; changes tires and repairs flat tires; welds pipe, casings, and repairs on drill rigs and trucks; operates snow plows during winter months; as incidental duties may haul water in tanker trailers for construction or for community; constructs wind mill towers and pumping systems. Compiles inventory reports and orders parts, supplies, materials, equipment and tools; makes daily and monthly reports on work activities, work status, mileage, materials and supplies used; attends training and in services; maintains current CPR and First Aid Certification; loads, unloads, and delivers food, material, and supplies; stocks materials and supplies in warehouses.

QUALIFICATION REQUIREMENTS: (Education, Experience and Training)

Minimum Qualifications:

A high school diploma/GED; and one (1) year of progressively responsible heavy equipment operation, general construction and maintenance experience; or an equivalent combination of education and experience.

Special Requirements:

Possess a Commercial Driver's License – Class A or B.

(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 federal, state and Tribal laws, rules, regulations, and guidelines related to Commercial Driver's License certifications for semi-trucks and heavy equipment. Knowledge of Hazardous Materials handling and hauling methods, practices and procedures. Knowledge of occupational safety and health rules, regulations and guidelines. Knowledge of environmental protection rules, regulations and guidelines. Knowledge of supervisory and/or lead methods and practices. Knowledge of inventory control and purchasing. Skill in safely transporting and operating a variety of heavy equipment, materials, and supplies. Skill in utilizing a variety of hand and power tools related to construction and maintenance work. Skill in assigning, reviewing and instructing less experienced workers. Skill in following verbal and written instructions and diagrams. Skill in following safety practices and procedures related to construction work sites. Skill in establishing and maintaining effective working relationships

THE TS'AH BII KIN CHAPTER GIVES PREFERENCE TO ELIGIBLE AND QUALIFIED APPLICANTS IN ACCORDANCE WITH THE NAVAJO PREFERENCE IN EMPLOYMENT ACT AND VETERANS' PREFERENCE.