



Ramah Navajo Chapter

Office of Grants & Contracts
Administration
HCR 61, Box 13
Ramah, New Mexico 87321-9601
Telephone (505) 775-7100
Fax (505) 775-7103



RN-2018-015

RN Facilities/Corrections: Maintenance Mechanic (1 Full Time)

High School Diploma or GED plus two years combined work experience in general building and grounds maintenance, heating, cooling, fire sprinkler systems, plumbing, heating, electrical and boiler system operation; or equivalent combination of education and experience. Knowledge of grounds keeping, maintenance, and repairs. Knowledge of use of chemicals, cleaners, and disinfectants. Knowledge of occupational hazards and applicable safety practices. Skill in heating and cooling systems, plumbing, electrical and boiler system, fire sprinkler system maintenance and operation. Skill in the safe operation of power tools and shop equipment. Skill in the use of cleaning tools, chemicals, cleaners, and disinfectants. Skill in treating internal and external customers with tact, courtesy, and respect. Ability to maintain confidential information. Ability to learn the methods of cleaning and caring for buildings, grounds, and equipment. Ability to communicate effectively, both verbally and in writing. Ability to follow verbal or written instructions. Ability to use hand tools and electrical tools. Ability to prioritize and accomplish tasks within strict deadlines. Ability to work independently with minimal supervision and as part of a team.

Must possess a valid driver's license and pass a background check.

NAVAJO PREFERENCE EMPLOYER

Closing date: November 7, 2018

Inquiries can be made to Diane Lee, Human Resources Tech at (505) 775-7116 or DianeLee@ramahnavajo.org. Applications available on-line at www.ramahnavajo.org.