



# RAMAH NAVAJO CHAPTER

Office of Grants & Contracts  
**Business Office**  
HCR 61, Box 13  
Ramah, New Mexico 87321-9601  
(505) 775-7107  
Fax (505) 775-7173

Employment Opening  
December 1, 2017

RN-2017-012

## RN Corrections: Maintenance Technician-Full Time;

Ramah Navajo Corrections Department position with the following requirements: High school graduate or GED, two years of maintenance work experience or equivalent combination of education and experience in one or more trade areas. Must have knowledge of grounds keeping, maintenance, and repairs. Knowledge of the use of chemicals, cleaners and disinfectants. Knowledge of occupational hazards and applicable safety practices, keeping accurate records of inventory of supplies/equipment. Knowledge of National Electric code, Plumbing code and Ansul system. Knowledge of occupational safety and health regulations/practices. Knowledge of 85,000 gallon LP gas tank and distribution system; and electric gate/parts. Skills in safe operation of power tools, and shop equipment. Skill in working and treating internal/external customers with tact, courtesy and respect. Skills in trouble shooting and repairing a variety of commercial appliances. Skills in working with potentially hazardous materials, chemicals and supplies. Ability to communicate effectively, both verbal/writing. Ability to prioritize/accomplish task within deadlines. Ability to work independently with minimal supervision and as part of a team. Ability to work closely with the RNC Facility Maintenance Foreman and employees. Ability to attend mandatory meetings/trainings. Ability to read/work from blueprints, shop drawings, and sketches. Ability to learn relevant building, fire, and safety codes. Must possess valid driver's license and pass a driving background check.

**Closing date: December 14, 2017**

A Ramah Navajo Chapter employment application with certificates, degrees, commissions or licenses must be submitted to the Human Resources by the closing date. Ramah Navajo Chapter gives preference to eligible applicants according to the Navajo Preference in Employment Act. Inquiries can be made to Human Resources Manager at (505) 775-7100. Application can be obtained from the following website: [www.ramahnavajo.org](http://www.ramahnavajo.org). Follow us on Facebook.