



## 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-2018-014**

### **COMMUNICATION-DISPATCHER (REGULAR PART-TIME) RAMAH NAVAJO OFFICE OF GRANTS AND CONTRACTS**

High School diploma or GED. Must be 21 years of age, possess valid driver's license and pass background check. Must be physically fit to pass a physical fitness test and a physical examination. Ability to communicate effectively, both verbally and in writing. Ability to speak and understand the Navajo language fluently. Ability to follow instructions. Ability to maintain confidentiality of information as directed by tribal and police policies. Ability to type accurately a minimum of 25 words per minute. Ability to operate radio communication equipment, enhanced 911 telephone equipment, digital recording equipment, computer printers and TTD (Deaf/Hearing Impaired) telephone, facsimile machine and photocopy machine.

**Closing date: October 5, 2018**

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

**NAVAJO PREFERENCE EMPLOYER**