



EMPLOYMENT OPPORTUNITY

ADVERTISEMENT

Zuni Housing Authority
P. O. Box 710 - 11 South D Avenue
Zuni, New Mexico 87327
Phone: (505) 418-4265

www.pozha.org

ZHA-2025-003

Announcement No.

January 16, 2025

Announcement Date

January 30, 2025

Closing Date

POSITION:

Driver

Pay Level and Hourly Rate:

Force Account (\$11.14 ph.)

DEPARTMENT AND LOCATION:

Construction Services Department

GENERAL DEFINITION:

The primary responsibility of the Driver is to deliver building material, supplies, and products to meet the needs of the construction crews by delivering and picking up equipment in a timely, safe, and courteous manner as well as operate a variety of construction equipment. Driver shall be expected to perform maintenance on their vehicles such as cleaning the interior and exterior, or taking the vehicles to get scheduled maintenance or repairs.

KNOWLEDGE, SKILLS AND ABILITIES:

1. Knowledge of on the job safety, safe lifting, and handling procedures, and basic first aid
2. Ability to work independently and complete daily activities according work schedule
3. Ability to follow verbal and written instructions with minimal supervision.
4. Ability to operate a forklift, backhoe, and other related equipment.
5. Ability to operate required equipment in a safe, responsible manner.
6. Must be a team player and make good sound decisions.
7. Ability to establish and maintain good and effective working relationship with co-workers and the public.

TRAINING AND EXPERIENCE:

- High School Diploma/GED with six (6) months of work related experience.
- This position requires driving. Incumbent must possess valid driver's license and must not have any DUI/DWI convictions within the past three (3) years.

WORK ENVIRONMENT:

1. Job may be performed both indoors and outdoors in a variety of settings including possible hazardous conditions on a construction site.
2. Exposure to loud noises, dust, dirt, and smoke may occur.
3. Protective safety clothing is required including appropriate construction boots, gloves, hardhat, ear plugs, and goggles.

PHYSICAL DEMANDS:

- Heavy lifting is expected, occasional exertion of up to 100 lbs. of force may be required.
- Frequent holding and grasping with the hands when loading and unloading material, equipment, and securing loads.
- Work inside and outside; with exposure to extreme temperatures, and loud noise.
- Ability to lift heavy objects, walk and stand for long periods of time and perform strenuous physical labor.

TRAVEL

- This position requires travel between construction yard and project sites. At times to vendors to pick up supplies.

AAP/EEO STATEMENT

- ZHA provides Equal Employment Opportunity (EEO) and complies with the Americans with Disabilities Act (ADA), and Age Discrimination in Employment Act (ADEA). ZHA Provides preference for Zuni Tribal Members, Native American and Veterans of the United States Military.

APPLICATION INSTRUCTIONS: (Please do not remove job posting).

Applications can be obtained at the Zuni Housing Authority Administration Building at 11 South D Avenue, Blackrock and the ZHA website at www.pozha.org