



## 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](http://www.pozha.org)

ZHA-2025-004

**Announcement No.**

March 27, 2025

**Announcement Date**

April 10, 2025

**Closing Date**

**POSITION:** **Project Foreman**

**Pay Level and Hourly Rate:** Force Account (\$18.63 ph.)

**DEPARTMENT:** Construction Services Department

#### GENERAL DEFINITION:

The Project Foreman is accountable for following project plans and schedules and ensuring that crews under his or her direction perform daily and weekly activities to meet production goals. The Foreman must provide leadership that results in a safe work culture, is responsible and accountable for the safety of the crews. He or she is required to be involved and supportive of any day to day disciplinary decisions.

#### KNOWLEDGE, SKILLS AND ABILITIES:

1. Proven experience as a Project Foreman
2. In-depth knowledge of construction procedures, equipment, and OSH guidelines.
3. Ability to read drawings, plans, and blueprints.
4. Organizational and leadership skills.
5. Ability to communicate and report effectively.
6. Aptitude in math and problem solving abilities.

#### TRAINING AND EXPERIENCE:

- High School Diploma/GED with five (5) years work related experience and three (3) years of construction foreman experience. OR Associate of Applied Science in Construction Technology with four (4) years of work related experience and two (2) years of construction foreman 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. Majority of workday is spent in the field under all types of weather conditions.

#### PHYSICAL DEMANDS:

- Position requires tasks that requires a lot of driving between work sites, some climbing ladders.

#### TRAVEL

- This position requires local travel between job sites and may occasionally require travel outside the boundaries of the Zuni Indian Reservation.

- 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](http://www.pozha.org)