



EMPLOYMENT OPPORTUNITY RE-ADVERTISEMENT

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

ZHA-2024-002

Announcement No.

January 13, 2025

Announcement Date

January 27, 2025

Closing Date

POSITION: **Maintenance Technician II**

Pay Level and Hourly Rate: Level 5-(\$14.12 ph)

DEPARTMENT AND LOCATION: Maintenance Department

GENERAL DEFINITION:

Under the general supervision of the Maintenance Director, the Maintenance Technician performs a variety of work in the general maintenance and repair of ZHA rental units, ZHA office buildings, and equipment.

KNOWLEDGE, SKILLS AND ABILITIES:

1. Knowledge of procedures, methods, techniques, materials, supplies, equipment, and tools utilized in performing skilled journeyman level construction, maintenance and repair tasks.
2. Ability to properly use and care for tools and equipment used in building maintenance.
3. Knowledge of current Microsoft Office Software applications, use of desktop computers, tablets, and smartphones as it applies to daily work duties.
4. Ability to operate large maintenance equipment, including tractors and forklifts.
5. Strong knowledge and understanding of occupational hazards and standard safety practices necessary in building maintenance.
6. Knowledge and ability to identify, troubleshoot, and resolve building maintenance problems.
7. Ability to read and interpret blueprints, sketches, drawings, diagrams, maps, and technical training methods.
8. Speak, read, and comprehend English.

TRAINING AND EXPERIENCE:

High School Diploma and training certificates in at least two (2) of the following areas: carpentry, plumbing, electrical, and HVAC with three (3) years of work experience.

WORK ENVIRONMENT:

1. Full-time position. Work hours are Monday through Thursday; 7:00 am to 6:00 pm. Incumbent is subject to preemployment and annual background checks. Requires some travel.

PHYSICAL DEMANDS:

- Filing is required. This position requires the ability to lift files, open file cabinets and bend or stand as necessary.

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