



PUEBLO OF ISLETA
HUMAN RESOURCES DEPARTMENT
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VACANCY ANNOUNCEMENT

****Re-Advertisement****

POSTING NO: 007-15

OPENING DATE: 01/14/2015

CLOSING DATE: OPEN UNTIL FILLED

POSITION: HVAC Technician

POSTED: IN AND OUT

PAY GRADE: HA10 (\$17.68/hr. to \$20.77/hr.)

FLSA STATUS: Non-Exempt

DEPARTMENT: Isleta Pueblo Housing Authority (IPHA)

REPORTS TO: Superintendent

HVAC TECHNICIAN

This position is located at the Isleta Pueblo Housing Authority (IPHA) Isleta, New Mexico. The position is responsible for the performance of general and preventative maintenance, installation, service and repair for HVAC equipment, residential and commercial kitchen appliances, refrigeration and other related equipment.

Minimum Qualifications/Requirements:

- High School Diploma or GED
- Two years HVAC experience
- Journeyman Plumber License with EPA and Gas Endorsement(s)

Knowledge, Skill and Ability Requirements: **On a Separate Sheet of Paper describe how you obtained these**

Knowledge's, Skills and Abilities.

- Knowledge of HVAC installation, troubleshooting, repair and maintenance
- Knowledge and ability to order parts, supplies or service manuals related to equipment or repairs
- Skill in operating proper and tools applicable to trade in a safe manner
- Ability to work independently with minimal supervision
- Ability to supervise and instruct unskilled workers

Other Requirements:

Individual selected is subject to the following:

- Must be able to respond to emergency calls
- Satisfactorily pass a background investigation, with NO prior convictions of any felonies
- Must comply with the Pueblo of Isleta Drug Free Workplace policies.

Work Conditions:

Work involves a significant amount of standing, walking, bending, kneeling and or crouching; using hands to handle objects, equipment. Must be able to climb and balance when working in confined spaces. Position requires frequent lifting and carrying items up to 50lbs.

PREFERENCE: Tribal preference and Native American Indian preference applies to all Pueblo of Isleta positions.