



**San Pasqual Band of Mission Indians
Position Vacancy**

Position Title: Facilities Maintenance Worker (2)	Posting Date: January 19, 2021
Position Reports to: Facilities Lead	Employment Category: Non-Exempt
Department: Public Works	Closing Date: Until Filled

Position Summary

The Facilities Maintenance Worker performs a variety of routine and semiskilled tasks involving general maintenance of the San Pasqual Band of Mission Indians facilities, equipment, and grounds.

Principal Duties and Responsibilities

- Grounds maintenance including erosion control, raking, mowing, sprinkler repair, and making minor grounds and landscape irrigation repairs.
- Handyman maintenance such as: making routine plumbing repairs (example: repairing leaks, unplugging toilets and drains, etc.)
- Replacing light bulbs and fluorescent lights, and making electrical related repairs (example: replacing electrical receptacles, etc.)
- Performing routine carpentry work (example: minor paint jobs, installing doors, door stops, cabinet doors, tile, adjustable shelving, etc.)
- Making roof repairs
- Installing, screens, refrigerators, and ranges.
- Grading dirt areas; and operating trenchers and soil augers.
- More difficult or skilled work may be performed under the direct supervision of a Foreman.
- Sets up and removes tables and chairs to assist at work and community events.
- Moves heavy objects such as furniture when needed.
- Performs manual labor outdoors in temperature extremes for extended periods of time.

Note: Nothing in this job description restricts management's right to assign or reassign duties and responsibilities for this position at any time.

Knowledge, Skills & Abilities

- Position requires driving. Must have a valid CA Driver's license and be able to be added on the Tribe's vehicle insurance plan.
- Must be able to tow and maneuver a trailer.
- General knowledge of landscaping or facilities preferred.
- Must be able to operate handheld equipment such as weed whacker, posthole digger, barbed wire stretcher, weed/fertilizer sprayer, saw, ladders, and other small equipment.
- Operates power-driven machinery such as a buffer, drill, and key machine to complete maintenance work. Uses equipment and tools such as hammers, screwdrivers, wrenches, drills, saws, trenchers, augers, and other tools commonly used to maintain facilities and associated equipment.

- Moves objects (example: stoves, refrigerators, coolers, furniture, etc.) weighing up to 150 lbs. using a hand truck or pulley.
- Works with cleaning fluids, agents, chemicals, and paints using normal, routine, and protective equipment.
- At times may work at elevations greater than ten feet.
- Must be able to climb ladders or steps to reach objects. Walk over rough, uneven, or rocky surfaces. Move debris, dirt, furniture, or other materials.
- Must be able to get supplies, tools and various equipment at Hardware and other stores and suppliers.
- Works in a variety of weather conditions while performing work. Must be able to handle outside heat.
- Must be able to work overtime if needed. Especially during rainstorms or extreme weather.
- Must be able to communicate well with the public, fellow employees, vendors, and community.
- Understands and follows verbal instructions.
- For safety and security must pass an alcohol, drug and/or controlled substance testing and pass a background check.

Individuals who are interested in the above position should complete an application online at <http://www.sanpasqualbandofmissionindians.org/employment> and e-mail it to hr@sanpasqualtribe.org or complete an application in person at 16400 Kumeyaay Way, Valley Center, CA 92082.

In accordance with the Policies and Procedures, San Pasqual Band of Mission Indians will at all times and for all positions give hiring, transfers and promotional preferences to qualified applicants in the following order: 1. San Pasqual Band of Mission Indians Members. 2. First generation Lineal Descendant or the legal spouse of an enrolled Tribal Member who contributes to the household 3. San Pasqual Band of Mission Indians Lineal descendants. 4. Other American Indians. 5. All Others.