

ARCTIC SLOPE NATIVE ASSOCIATION
JOB VACANCY ANNOUNCEMENT

Opening Date: August 18, 2016

Closing Date: Until Filled

Position:

Reports to: Facilities Manager

Maintenance
Mechanic

Salary/Wage: \$22.69-\$24.55/HR DOE

Department: Facilities

Hours: Varies based on schedule; 8am-5pm

Location: ASNA

Brief Summary:

The Maintenance Mechanic is responsible for the repairs and preventative maintenance of all facility equipment and systems within the Samuel Simmonds Memorial Hospital.

Qualifications:

High school diploma or general education degree (GED).

Two years of mechanical trade experience or technical school preferred.

Two years minimum experience required. Three to five years experience preferred.

Prior experience in Hospital maintenance and operations, preferred.

Desired Knowledge, Skills and Abilities:

Knowledge of accepted practices, processes, materials, and tools of the maintenance trades.

Knowledge of electric motors, generators, pumps, pressure systems, water systems.

Knowledge of servicing and maintenance of simple power, heating and cooling units.

Knowledge of occupational hazards and safety precautions of the building maintenance trades.

Skill in troubleshooting and repairing machines or systems using the needed tools.

Work ethically and professionally; treat people courteously and respectfully.

Calmly manage difficult or emotional situations.

Is consistently at work and on time.

Ability to maintain confidentiality.

Manage competing demands; able to deal with frequent change, delays or unexpected events.

Support ASNA's mission and goals; follow all policies and procedures.

Proficient skills in the use of computers; able to enter and retrieve data; and able to use word-processing program for correspondence and reports.

Contact: Human Resources Department, Arctic Slope Native Association, Ltd.

PO Box 29 * Barrow, AK 99723 * 907.852.9204 * FAX 907.852.6217

This vacancy announcement has been designed to indicate the general nature and level of work performed by employees within this classification. It is not designed to contain or be interpreted as a comprehensive inventory of all duties, responsibilities and qualifications required of employees assigned to the job.

Anaktuvuk Pass Atqasuk Barrow Kaktovik

ASNA

ARCTIC SLOPE NATIVE ASSOCIATION

Nuiqsut Point Lay Point Hope Wainwright

Arctic Slope Native Association, Ltd. exercises its rights in Native Hire Preference, Contracting/Subcontracting and Employment Practices applicable by law.