MESCALERO APACHE TRIBE
JOB ANNOUNCEMENT

Position Title:	**(1) Mechanic**	
Department:	**Roads & Utilities Department**	
Employment Status:	**Non-Exempt, Full-Time**	**Grade: NE8 ($18.03- $23.44)**
Opening date:	**November 6, 2026**	**Closing date: November 20, 2026**

Job Summary

Diagnoses, repairs and maintains a variety of tribal vehicles or diesel powered vehicles and equipment.

This position description may not include all of the listed duties, nor do all of the listed examples include all tasks which may be found or assigned to this position.

Duties and Responsibilities

- Performs preventive maintenance services to motor vehicles, trucks, and heavy equipment including engine tune-ups, tire rotation and changes, oil changes, filter changes, and lubrication.
- Inspects batteries, master cylinders, radiators, windshield wipers, lights, steering system, tires, and other vehicle and equipment parts critical for safe operation.
- Maintains vehicle functional condition by listening to operator complaints and conducts inspections to determine issues.
- Repairs engine failures, mechanical and electrical systems malfunctions.
- Replaces parts and components.
- Completes tire repairs for vehicles and tribal members. Replaces tires on vehicles.
- Inspects and adjusts brakes.
- Maintains compliance with EPA regulations in disposal used oil, filters, tires, and other parts and equipment.
- Observes safety rules, and ensures and maintains a safe and clean environment.
- Inspects machinery and mechanical equipment for defects; performs minor repairs and maintenance on equipment.
- Determines material list of supplies needed for each work order.
- Maintains repair and service schedules work orders and supplies; submits work orders with supplies used when completed.
- Assists with tribal ceremonies such as getting wood, water and maintains the restroom at the feast grounds.
- May run parts out to the worksite.
- May assist with digging graves for tribal members.
- May install, maintain or repair plumbing systems, fixtures, components and parts including hot and cold water lines, sewer lines, water lines, drains, toilets, sinks, faucets and lavatories as needed.
- Ensures proper care in the use and maintenance of equipment and supplies; promotes continuous improvement of workplace safety and environmental practices.
- Attends training classes and seminars on safety, first aid, equipment/machinery operation, and related topics to maintain and enhance job knowledge.
- Performs other duties as assigned.

Minimum Qualifications

- **High school diploma or GED.**
- **Associates Degree in Automotive, Trade or related field.**
- **Certificate in Automotive Technology.**
- Three years work experience in repairing and servicing a variety of vehicles, trucks, and heavy equipment.
- Some experience in plumbing and maintenance work experience.
- **Must have a current valid unrestricted NM Driver's License.**
- Must successfully pass a pre-employment drug/alcohol screen and background investigation.

Tribal preference and Native American Indian preference shall apply to all positions.

Knowledge, Skills and Abilities

- Knowledge of safety operations and procedures, safety methods and practices.
- Knowledge of methods, materials, tools, parts, and techniques used in the repair and maintenance of vehicles and heavy equipment.
- Knowledge of mechanical functions, electrical parts and assembly of automotive motors and engines.
- Knowledge of the methods and practices used in preventive maintenance, plumbing and repair work.
- Skill in diagnosing and repair of equipment utilized.
- Skill in the safe operation of equipment and trucks.
- Ability to operate automotive repair and diagnostic equipment in a safe manner.
- Ability to diagnose sources of mechanical trouble and provide required services.
- Ability to establish and maintain professional relationships with individuals of varying social and cultural backgrounds and with co-workers at all levels.
- Ability to understand and follow oral and written instruction.
- Ability to prepare and maintain work orders.
- Ability to use hand tools and electrical tools.
- Ability to communicate effectively both verbally and in writing.

Physical Demands

While performing the duties of this job, the employee is regularly required to use hands to finger, handle, or feel; reach with hands and arms; climb or balance; and stoop, kneel, crouch, or crawl. The employee frequently is required to stand; walk; and talk or hear. The employee occasionally is required to sit; and taste or hear. The employee must frequently lift and/or move up to 50 pounds and occasionally lift and/or move up to 100 pounds.

Work Environment

Work is generally performed both in an inside setting with a moderate to high noise level and outdoors where exposure to natural weather conditions and various dusts and mists may occur. Prolonged standing and walking may be on uneven surfaces or unstable ground. Situations where safety-toe shoes, safety goggles, gloves, protective face shields, or hardhats are needed may occur. Evening, weekend, and/or holiday work will be required. Extended hours and irregular shifts will be required.

To be considered for employment, the Human Resource Department must receive a completed application.