



MESCALERO APACHE TRIBE JOB ANNOUNCEMENT

Position Title:	Laborer I		
Department:	Mescalero Housing		
Employment Status:	Non-Exempt	Grade: NE5	
	Opening date: September 17, 2020		Closing: October 01, 2020

Job Summary

Laborer I is responsible for cleaning and preparing construction sites for the erection of structures and buildings. Unloads and loads materials, reads plans and specifications, tends machines, mixes concrete, pours concrete, and assists other Laborer Groups, operating engineers, and other construction site workers. In addition, other various types of work. This summary or responsibilities, does not limit the Laborers duties on the job or Work site. Because skill placement and training is critical on the job, the **Laborer I** is to understand and practice all safety standards. Laborer I is the first level to having the common knowledge of the work site duties and expectations.

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

- Assist in building structures for residential construction sites.
- Participate in demolitions
- Work underground in sewer system.
- Remove trees and debris.
- Service machines, including pumps, Compressors, generators, tractors, and trailers.
- Mix and pour concrete.
- Assist Laborer II, III, construction managers.
- Clear and prepare work zones.
- Dig trenches.
- Help install sewer and water drainpipes.
- Operate air and electric tools.
- Remove Hazardous materials.
- Inspect and maintain equipment.
- Complete on the job training.
- Observes safety rules, and ensures and maintains a safe environment.
- 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.
- **In addition to the responsibilities:** Laborer I is determined Semi-Skilled in Safety Standards, Work Techniques and Skills based off performance and production. **Laborer I** is required to continue on the

job training and learn from Laborer II III. **Laborer I** is to also assist in helping and participating with Safety Standards training amongst other workers

Minimum Qualifications

- High School Diploma or GED.
- One year work experience in plumbing, carpentry or maintenance.
- Must have a valid 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 the methods and practices used in preventive maintenance and repair work.
- Knowledge of rough and finish carpentry.
- Skill in the safe operation of power tools and shop equipment.
- Ability to communicate effectively both verbally and in writing.
- 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.
- Willingness to learn and be flexible.
- Positive attitude and great interpersonal skills.

Physical Demands

While performing the duties of this job, the employee frequently is required to have good hand, eye, and foot coordination; stand; walk; use hands to finger, handle, or feel; reach with hands and arms; and stoop, kneel, crouch, or crawl. The employee regularly is required to climb or balance; and talk or hear. The employee occasionally is required to sit; and taste or smell. The employee must occasionally lift, and/or move, up to 100 pounds. Ability to do physical labor and other tenuous physical tasks.

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.

NOTE: Laborer is required to have OR willing to learn the knowledge and skills required performing responsibilities and tasks. Skill set placement is determined on the job and is Critical to on the job training. Laborers are responsible for their own hand tools. Department is responsible for power tools, air and electric. Laborer is required to have or accumulate proper hand tools needed for required responsibilities and tasks assigned.