



MESCALERO APACHE TRIBE JOB ANNOUNCEMENT

Position Title:	Maintenance Worker	
Department:	Four Directions Treatment & Recovery Center	
Employment Status:	Non-Exempt, Full-Time	Grade: NE6 (\$15.58- \$18.70)
Opening date:	March 26, 2026	Closing date: Open until filled

Job Summary

The Maintenance Worker supports the safe, clean and therapeutic operation of the treatment facility by performing routine maintenance, repairs and facility upkeep.

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 routine inspections and repairs of facility structures, including resident rooms, common areas, and offices.
- Complete basic repairs including plumbing, electrical, carpentry, painting and HVAC filter changes.
- Maintain facility cleanliness in non-clinical areas, including outdoor grounds, walkways and common spaces.
- Maintain doors, locks, windows, flooring and fixtures to ensure safety and privacy.
- Replace filters, light bulbs, batteries and other consumables.
- Help maintain a secure environment by repairing locks, doors, windows and fencing as needed.
- Respond promptly to maintenance emergencies that may impact safety or program operations.
- Setup rooms and spaces for groups, meetings or program activities including cultural activities.
- Assist with moving furniture, equipment and supplies.
- Monitor inventory of maintenance supplies and notify Facility Manager when restocking is needed.
- Evening, weekend and/or holiday work including extended hours or irregular shifts will be required.
- Completes standard repairs to electrical system fixtures including switches, outlets, ballasts and circuit breakers.
- Performs maintenance or installation of various types of appliances such as refrigerators and water heaters.
- Installs, repairs and modifies structures using measuring skills for accuracy to perform carpentry duties.
- Performs carpentry skills by repairing framing for roofs, floors, walls, doors and windows.
- Repairs or replaces interior/exterior doors, which may include knobs, locks and other hardware.
- Repairs small drywall jobs on walls, floors, ceilings.
- Remove snow, debris and other hazards from sidewalks and parking lots.
- Performs installation, repair, and maintenance of plumbing systems including fixtures, components and parts including hot and cold-water lines, sewer lines, drains, clean outs, toilets, sinks and bathtubs.
- Picks up trash and litter from around building and grounds.
- Coordinate with clinical and residential staff to schedule repairs with minimal disruptions.
- May provide transportation for the program.
- Performs other duties as assigned.

Minimum Qualifications

- High school diploma or GED.
- Experience in general maintenance, facilities work or related trade, required.
- Basic knowledge of plumbing, electrical system, carpentry and general repairs.
- **Must have a current 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 principles and practices used in the skilled trades, including HVAC, electrical, plumbing and carpentry.
- Skill in the use of cleaning tools, chemicals, cleaners and disinfectants.
- Track completed work, maintenance logs and supply usage.
- 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 and skill in the safe operation of power tools and shop equipment.
- Reliable, self-motivated and able to work independently or as part of a team.
- Strong, problem-solving and troubleshooting abilities.
- Sensitivity to the needs of individuals in recovery and a commitment to a safe environment.

Physical Demands

While performing the duties of this job, the employee frequently is required to stand, walk, stoop, kneel, crouch, or crawl. Reach with hands and arms to handle, carry, or feel. 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 50 pounds.

Work Environment

Indoor and outdoor work in a residential or clinical treatment setting. Exposure to cleaning chemicals, tools and equipment. Indoor and outdoor work in varying weather conditions. May require on-call, evening and weekend shifts depending on facility needs. Interaction with residents in recovery; requires calm, respectful and professional demeanor.

PLEASE SUBMIT YOUR APPLICATION TO THE MESCALERO APACHE HUMAN RESOURCES DEPARTMENT. IF YOU HAVE ANY QUESTIONS PLEASES CALL (575) 464-9276.