

**YAKAMA NATION HUMAN RESOURCES DEPARTMENT
JOB ANNOUNCEMENT**



Announcement # 2014-050 **Issue Date:** 04-11-14 **Closing Date:** 04-24-14

Janitor
Correctional Facility
Department of Public Safety
Hourly Wage: \$11.98/Full-Time/Regular

Incumbent performs custodial and facility maintenance duties involving the upkeep of Corrections facilities. Work is done by hand or with powered equipment. Incumbent is responsible for a variety of semi-skilled work involving a high level of manual and manipulative dexterity in completing work assignments in plumbing, electrical, carpentry, painting, building heat/air systems and physical plant property, vehicle, tools and equipment.

Knowledge, Skills and Abilities:

- Knowledge of planning and purchasing of all maintenance, janitorial supplies and equipment.
- Knowledge of technical practices, tools and equipment related to a variety of trades such as electrical, plumbing, painting, carpentry and building maintenance.
- Knowledge of occupational hazards and safety precaution necessary in general building maintenance work.
- Knowledge of public safety; first aid; fire and evacuation systems; emergency communication systems.
- Knowledge of keeping inventories, records or logs.
- Skill in the use and care of tools, materials and equipment used to accomplish work assignments.
- Skill in working with others; Administration, Correction Officers, inmates, vendors and Tribal Programs.
- Ability to work independently and productively with minimal instruction and supervision.
- Ability to perform sanitation and maintenance of grounds and buildings.
- Ability to interpret plans, sketches and blueprints associated with work assignments and projects.
- Ability to maintain confidentiality of information encountered at work.
- Ability to communicate, both orally and in writing.
- Ability to understand and execute oral and written instructions.
- Ability to operate a motor vehicle, Corrections Gator, riding lawn mower, keep vehicles clean and check equipment regularly.

General Recruiting Indicators:

- Requires a high school diploma or equivalent AND 2 years' work experience in one or more building, mechanical, electrical and electronic or carpentry trades.
- OR may substitute on a month-for-month basis, successful completion of technical school training in a particular trade for work experience to a maximum of twelve months with combined experience in custodial and grounds maintenance. Must provide copies of training certificates with employment application.

Special Requirements:

- Required to pass a pre-employment drug and alcohol test.
- Required to sign a code of conduct and understand sanctions for misconduct.
- Must be 100% physically fit as evidenced by a physical exam to perform the duties of the position.
- Must possess a valid WA State Driver's License with ability to obtain a tribal driver's permit.
- Required to successfully pass a criminal background check.
- Required to maintain basic first aid and CPR card current.