

**YAKAMA NATION HUMAN RESOURCES DEPARTMENT
JOB ANNOUNCEMENT**



Announcement # 2014-078 **Issue Date:** 05-20-14 **Closing Date:** 05-27-14

Maintenance Supervisor/Bus Driver
Comprehensive Community Alcoholism (CCAP)/ Camp Chaparral
Department of Health & Human Services
Hourly Wage: \$12.58/Full-Time/Temporary

Responsible for overall maintenance of camp facilities and upkeep of camp grounds. Prepares a daily cleaning schedule, conducting inspections of facilities and ground on a regular basis, provides instruction and guidance to custodial staff. Incumbent is also responsible for transporting campers to and from camp. Will be required to drive any additional activities including field trips and bringing campers back down out of the mountains during the work week as needed.

Knowledge, skills and Abilities:

- Knowledge of general experience in performing basic electrical, plumbing, and carpentry tasks, in addition to janitorial cleaning procedures.
- Knowledge of basic supervisory principles and procedures.
- Knowledge of the operation and maintenance of school buses, water pumps, small tools, transportation of equipment and ground maintenance in conformance with applicable regulations.
- Sufficient physical strength, agility and dexterity to perform the work of the position.
- Ability to report all students who endanger safety of self or others on the bus.
- Knowledge of and the ability to safely operate a variety of power equipment and hand tools to perform janitorial and grounds maintenance.
- Knowledge of Material Safety Data Sheets (MSDS) information, which is provided with all cleaning substances, and how to cautiously and safely use them.
- Knowledge of camp water, generator, and electrical system.
- Knowledge of and the ability to use and maintain fire extinguishers.
- Ability to use small hand tools.
- Ability to operate and maintain vehicles such as a bus, van and truck.
- Ability to detect and assess when repairs and/or maintenance to facilities and equipment is needed consulting and coordinating with resources as necessary.
- Ability to plan, organize, prioritize, delegate, and complete work assignments.
- Ability to work outdoors for extended periods of time in all weather conditions.

General Recruiting Indicators:

- **BUS DRIVER:** Must possess a Commercial Driver's License (CDL), Class B, with airbrakes and passenger (P) and school bus (S) endorsements.
- Maintain a valid WA State Driver's License, insurable under YN Insurance Program.
- Physically able to drive and maintain bus as required.
- **MAINTENANCE SUPERVISOR:** Must have documented work experience that demonstrates ability to perform duties and responsibilities of this position.
- Must be mature, stable, and prudent in behavior, judgment, and decisions.
- Required to pass a pre-employment drug and alcohol test.

Special Requirements:

- Must be physically capable of doing manual labor.
- Enrolled Yakama Indian Preference.
- Must be drug and alcohol free.
- Must have current First Aid/CPR card or able to obtain one 2-weeks prior to camp.
- Must have a current food handler's card or able to obtain one 2-weeks prior to camp.
- Must not have a history of child abuse or neglect.
- Required to pass a criminal background check.