

# SANTA ROSA RANCHERIA TACHI YOKUT TRIBE

## A FEDERALLY RECOGNIZED TRIBE

The Santa Rosa Rancheria is accepting applications for the following position. Applications are available at the Human Resources Department, Monday-Friday from 8am-5pm, (Excluding Holidays) or you may contact the Human Resources Department at (559) 924-1278 ext. 4003 or visit our Tribal Website at [www.tachi-yokut-nsn.gov](http://www.tachi-yokut-nsn.gov)

### Job Requisition Form

**Position to be filled:** Building Maintenance II

**Department:** Maintenance

#### Required Qualifications/Essential Duties:

- Must have High School Diploma or General Education Degree (GED) plus a minimum of one to two years related experience-**Required**;
- Valid California Drivers License- **Required**;
- Must be insurable through companies carrier and maintain throughout employment-**Required**;
- Engage in prepping and painting drywall on existing walls of building;
- Performs skilled work in maintenance, repairs and minor construction repairs of office buildings, office, houses or other tribal facilities;
- Completion of job work orders involving numerous skilled building trades;
- Assists other departments as requested including moving furniture and unloading and storing supplies;
- Requisitions tools, equipment and supplies;
- Use shop equipment and power tools;
- Interprets company policies to workers and enforces safety regulations;
- Repairs and replace existing electrical components in compliance with local codes;
- Repairs and replace existing plumbing fixtures and appliances in compliance with local building codes;
- Minor residential housing repairs;
- Assist with water and sewer line repairs;
- Fencing and digging;
- Drive company vehicles or personal vehicles to conduct business on behalf of the Maintenance Department.

**Reports To:** Building Maintenance Supervisor

**Starting Rate of Pay:** \$18.75 per hour (Non-Exempt)

**Approximate Hours:** 40+ hours per week

**Updated:** April 5, 2022

**Deadline:** Open Until Filled

\_\_\_\_\_  
Department Director                      Date

\_\_\_\_\_  
Human Resources Director                      Date

The Santa Rosa Rancheria Tachi-Yokut Tribe shall extend employment preference across all employment opportunities for qualified Native Americans in accordance with and subject to applicable law, including Title VI of the Federal Civil Rights Act, which recognizes Native American employment preference.