



PUEBLO OF ISLETA  
HUMAN RESOURCES DEPARTMENT  
P.O. BOX 1270, ISLETA, NM 87022  
PHONE: (505) 869- 7584 FAX: (505) 869-7579  
EMAIL: [poiemployment@isletapueblo.com](mailto:poiemployment@isletapueblo.com)

**VACANCY ANNOUNCEMENT**  
**\*\*READVERTISEMENT\*\***

**POSTING NO: 119-16**

**OPENING DATE: 09/14/2016**

**POSITION: Laborer (4 Temp. Positions NTE: 6 months)**

**CLOSING DATE: OPEN UNTIL FILLED**

**PAY GRADE: HA2 (\$9.22/hr. to \$10.83/hr.)**

**POSTED: IN & OUT**

**FLSA STATUS: Non-Exempt**

**DEPARTMENT: Isleta Pueblo Housing Authority**

**REPORTS TO: Superintendent**

This position is located at the Isleta Pueblo Housing Authority, Isleta Pueblo New Mexico. The incumbent will be responsible for providing manual labor assistance to the Construction Foreman, Carpenters and Maintenance personnel with minor renovations, construction, installation and repair of homeownership units, tribal buildings and rental housing units.

**Minimum Qualifications/Requirements:**

- High School Diploma or GED preferred
- Prior experience in the construction field preferred
- Backhoe and/or forklift operation experience preferred
- Tewa speaking preferred
- Valid New Mexico driver's license with ability to meet Pueblo of Isleta liability insurance requirements and maintain eligibility for insurance

**Knowledge, Skill and Ability Requirements: Describe how you obtained these Knowledge's, Skills and Abilities**

- Knowledge of basic tools and materials used in the construction trade
- Knowledge of operation and maintenance of hand and power tools
- Skill in the safe operation of power tools and shop equipment
- Ability to understand and follow verbal written instructions

**Other Requirements:**

Individual selected is subject to the following:

- Satisfactorily pass a background investigation, with NO prior convictions of any felonies
- Must comply with the Pueblo of Isleta Drug Free Workplace policies

**Readvertised 10/17/2016**

**Working Conditions:** Work requires the ability to stand and walk for up to 8 hours per day. Work requires extensive lifting, bending, carrying, loading, unloading and transporting equipment and supplies. Required extensive repetitive use of hands and arms to use tools.

PREFERENCE: Tribal preference and Native American Indian preference applies to all Pueblo of Isleta Positions.