

PERSONNEL

CHEYENNE & ARAPAHO TRIBES

P.O. Box 167
Concho, OK 73022
(405) 422-7498
FAX (405) 422-8222



Vacancy Announcement

POSITION TITLE: Construction Worker I

IMMEDIATE SUPERVISOR: Assistant Executive Director

CLASSIFICATION: Seasonal (Eight (8) positions available)

ISSUE DATE: March 19, 2018

UNTIL FILLED

LOCATION: Department of Housing, Various locations within tribal community jurisdiction

GENERAL DUTIES

Under the direct supervision of the Construction Supervisor, the incumbent shall perform any combination of the following duties on construction projects, usually working in utility capacity by transferring from one task to another where demands require worker with varied experience with ability to work without close supervision.

DUTIES AND RESPONSIBILITIES:

- Measures distances from grade stocks, drives stakes, and stretches tight line, bolts, nails signals and blocks up under form.
- Signal operators of construction equipment to facilitate alignment, movements and adjustment of machinery to conform to grade specifications and levels earth to fine grade specifications using pick and shovel.
- Mixes concrete, smooth's and finishes freshly poured cement or concrete, using float, trowel or screed.
- Positions, joins, align, and a seal pipe sections and erects scaffolding, shoring and braces.
- Mops, brushes or spreads paints or bituminous compounds over surfaces for protection and grinds, sands, cleans or polishes surfaces as necessary.
- Assist in demolishing buildings, sawing lumber, dismantling forms, removing projections from concrete, mounting pipe hangers, and cutting and attaching insulating material.
- Assist other construction workers such as bricklayers, drain layers, duct installers, etc. as required.
- Assists in the construction of built-in-place or prefabricated wooden forms or prefabricated metal buildings according to specifications.
- Knowledgeable of framing work.
- Assists with landscaping and ground maintenance as necessary.

- Other duties as assigned.

QUALIFICATIONS AND REQUIREMENTS:

- Must have demonstrated construction and landscaping work experience.
- Must be able to write reports and correspondence as needed.
- Must be able to lift a minimum of 75 lbs and be physically fit to withstand manual labor.
- Must possess a High School Diploma or GED
- Must be willing to submit to a background check.
- Must possess valid Oklahoma Driver's License and be insurable.
- Must be able to pass a pre-hire drug screening.

SALARY: Negotiable, depending on qualifications and experience.

APPLICATION PROCEDURE: Submit Tribal Application, Resume, Transcripts, Diploma, Certifications, License and CDIB to:

Cheyenne-Arapaho Tribes of Oklahoma

Personnel Department

P.O. Box 167

Concho, OK 73022

Or e-mail: atisdale@c-a-tribes.org

Office (405) 422-7498

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Toll Free 1 (800) 247-4612 ext. 27498

