



**THE
NAVAJO
NATION**

TEESTO CHAPTER
P.O. BOX 7385 – Teesto CPU
Winslow, Arizona 86047
Phone: (928) 657-8042 – Fax: (928) 657-8046



“Saddle Butte Mountain”

VACANCY ANNOUNCEMENT

Public Employment Program (PEP) — FY2027

HEAVY EQUIPMENT OPERATOR

Position Title	Heavy Equipment Operator
Announcement No.	[TC-PEP-FY27-09004
Number of Positions	One (1)
Status / Hours	Temporary, Full-Time - 40 hours per week; on-call for emergency response (storms, flooding, snow removal)
Wage	\$19.34 per hour (as approved in the FY2027 PEP contract budget)
Program / Funding	Navajo Nation Public Employment Program (PEP) — FY2027 Contract
Term of Employment	On or about October 1, 2026 through September 24, 2027 (contingent upon FY2027 PEP contract award and funding availability)
Work Location	Teesto Chapter House, Teesto, Arizona (Navajo Nation)
Reports To	Chapter Manager / Community Services Coordinator
Opening Date	September 10, 2026
Closing Date	September 22, 2026 at 5:00 p.m. (DST)

POSITION SUMMARY

Under the supervision of the Chapter Manager, the Heavy Equipment Operator operates and maintains Teesto Chapter heavy equipment and vehicles in support of chapter community services, including road maintenance, water hauling and delivery, hauling of materials, snow removal, and emergency response. The position is responsible for safe operation and for accurate daily documentation of equipment use in accordance with the Chapter's property management procedures.

DUTIES AND RESPONSIBILITIES

- Safely operate chapter heavy equipment and vehicles, which may include backhoe, front-end loader, motor grader/road blade, dump truck, water truck, tractor and mower, and related attachments.
- Perform road maintenance work on chapter community roads, including blading, grading, filling, culvert cleaning, and drainage work as prioritized by the Chapter Administration.
- Haul and deliver water to community members and haul gravel, materials, and equipment as assigned.
- Perform snow and ice removal at chapter facilities and on chapter community roads.
- Respond to emergency and disaster conditions as directed, including flooding, washouts, and road closures.
- Complete daily pre-trip and post-trip equipment inspections; document hour meter and odometer readings, fuel and fluid usage, and work performed on required equipment logs and work orders.
- Perform routine operator-level preventive maintenance, including greasing, fluid checks, and tire checks; report all mechanical problems, damage, and repair needs immediately to the Chapter Manager.



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- Maintain and process community service request and work order forms; complete assigned work in the order approved by the Chapter Administration.
- Keep equipment, the equipment yard, and shop area clean, orderly, and secured; ensure all equipment and keys are secured at the end of each shift.
- Comply with all safety requirements, including use of personal protective equipment, flagging and traffic control, and load and weight limits.
- Perform other related duties as assigned by the Chapter Manager.

MINIMUM QUALIFICATIONS

- High school diploma or GED.
- A minimum of two (2) years of documented experience operating heavy equipment such as backhoe, loader, motor grader, dump truck, or water truck.
- Valid state driver's license and a current 39-month Motor Vehicle Report with an insurable driving record.
- Must pass a pre-employment drug and alcohol screening and, if operating commercial motor vehicles, a Department of Transportation physical examination.
- Knowledge of safe equipment operation, basic operator-level maintenance, and equipment recordkeeping.
- Ability to work outdoors in all weather conditions, on rough terrain and unimproved roads, and to respond after hours during emergencies.
- Physically able to climb on and off equipment, sit for extended periods, and lift and carry up to fifty (50) pounds.

PREFERRED QUALIFICATIONS

- Commercial Driver's License (CDL) Class A or B with air brake and tanker endorsements.
- Knowledge of Teesto Chapter community roads and the local service area.
- Equipment operator training certificates or heavy equipment coursework.

APPLICATION REQUIREMENTS

A complete application packet must include the following. Incomplete or late packets will not be considered.

- Completed Navajo Nation Chapter Employment Application (available at the Teesto Chapter House)
- Copy of high school diploma, GED, or higher education transcripts/degree
- Copy of Certificate of Indian Blood (CIB) if claiming Navajo Preference
- Copy of valid state driver's license and a current 39-month Motor Vehicle Report (MVR)
- Copy of CDL and any equipment operator or safety training certificates, if applicable

HOW TO APPLY

Submit complete application packets to Clara Williams, Chapter Manager, by any of the following:

- Hand delivery: Teesto Chapter House, Monday–Friday, 8:00 a.m. – 5:00 p.m.
- Mail: Teesto Chapter, P.O. Box 7385, Winslow, AZ 86047 (postmark not accepted in place of receipt by the closing date and time)
- Email: cwilliams@nnchapters.org — all documents in a single PDF attachment

For questions, contact the Teesto Chapter House at (928) 657-8042.



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CONDITIONS OF EMPLOYMENT AND NOTICES

- Navajo Preference applies in accordance with the Navajo Preference in Employment Act, 15 N.N.C. § 601 et seq.
- Selection will be conducted under the Teesto Chapter Personnel Policies and Procedures (Five Management System — Personnel Management) and applicable Navajo Nation policies. Applicants will be screened by the Chapter's screening/interview committee; only those selected for interview will be contacted.
- This is a temporary, grant-funded position. Continued employment is contingent upon PEP contract award, funding availability, and satisfactory performance. Employment does not create a right to continued or permanent employment.
- Selected applicant must pass a background check and pre-employment drug and alcohol screening. Teesto Chapter is a drug-free and tobacco-free workplace.
- Selected applicant must complete required new-hire paperwork, including Form I-9 and W-4, prior to the first day of work.
- Teesto Chapter is an Equal Opportunity Employer, subject to Navajo Preference.

Posted by authority of the Teesto Chapter Administration — Clara Williams, Chapter Manager