

Mazatzal Hotel & Casino

JOB ANNOUNCEMENT

POSITION: Maintenance Supervisor
DEPARTMENT: Facilities
STATUS: Full Time
RATE: DOE

NUMBER OF POSITIONS: 1
REPORTS TO: Facilities Director
SUPERVISES: General maintenance staff

JOB SUMMARY:

Provides direct supervision and oversees cleaning of casino building and grounds. Delegates responsibility to maintenance crew. Some administrative duties.

ESSENTIAL JOB FUNCTIONS:

- Supervises entire maintenance crew.
- Must be a working Supervisor.
- Must be able to do work with a positive attitude.
- Must have knowledge of department and equipment.
- Maintain inventory of janitorial equipment.
- Assists maintenance workers with other duties as necessary.
- Ability to cross-train as kitchen steward or maintenance I & II.
- Must be able to operate heavy equipment.
- Assists with set up for special events.
- Must have good attendance.
- Performs other job related duties as assigned.

QUALIFICATIONS:

- High School or GED recommended. Experience may substitute for experience.
- Good character, motivated, hard working and self-motivated
- Professional appearance.
- Heavy lifting required
- Must be reliable.
- Electrical and plumbing experience preferred.
- Reliable attendance and flexible availability. `Can-Do' attitude.
- Excellent communication and teamwork skills.

PHYSICAL, MENTAL AND ENVIRONMENTAL DEMANDS:

- Blood Pressure must fall under accepted guidelines by the American Heart Association or clearance from a medical doctor.
- Physically mobile with reasonable accommodations to stand for long periods of time.
- Must have bending mobility to reach, kneel, twist and grip items while working at assigned desk area.
- Read, write, speak and understand English.
- Operate in mentally and physically stressful situations.
- Must be able to lift up to 50 pounds and carry up to 50 pounds.
- Must have manual dexterity and coordination to operated equipment, PC computers, fax machine and photo copier.

SHIFT: Days
OPEN DATE: November 26, 2018
CLOSING DATE: Until Filled

If you are interested in being interviewed for the position in our maintenance department, please submit a letter of interest to Albert Leos, Facilities Director.

(Tribal need to submit job application/resume to HR)

Mazatzal Casino reserves the right to make changes to the above job description whenever necessary.