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

VACANCY ANNOUNCEMENT

POSTING NO: 163009-26 **OPENING DATE: 10/15/2026**
CLOSING DATE: 01/13/2027 or OUF

POSITION: Roadway Maintenance Worker II **POSTED: IN/OUT**
PAY GRADE: NE5 ($21.27/hr. - $33.14/hr.)
FLSA STATUS: Non-Exempt
POSITION TYPE: Full Time
FUNDING SOURCE: POI Funded
DEPARTMENT: Transportation Services
REPORTS TO: Roadway Maintenance Crew Supervisor
BACKGROUND LEVEL: Public Trust

JOB PURPOSE: Maintains and repairs public roads on the Pueblo of Isleta to ensure safe travels for the public, school buses, and emergency vehicles; completes work order requests filed by the tribe in a timely manner.

This position description may not include all of the listed duties, nor do all of the listed examples include all tasks which may be found or assigned to this position.

JOB DUTIES:

- Operates one or more types of heavy equipment such as a front end loader, dozer, grader, backhoe, scraper, smooth drum roller, pneumatic rollers and sweepers; which are power propelled and controlled by levers, pedals, and steering wheels.
- Excavates, backfills, grades or levels earth, or breaks new grounds to rough specifications for various road maintenance and construction projects on all types of terrain.
- Irrigates and maintains landscape on state and local roadways.
- Sprays water and magnesium chloride down on village roads for dust abatement.
- Mows weeds on irrigation canals.
- Repairs or replaces cattle guards.
- Drives light and heavy duty motor vehicles, including tractor-trailer combinations in the transportation of maintenance and construction equipment, materials, and supplies.

- Loads and unloads cargo.
- Stocks bins with sand and gravel for division use.
- Performs minor maintenance on equipment including replacement of oil filters and air filters on department vehicles, as well as daily greasing.
- Hauls heavy or wide loads and adheres to State and Federal regulations which govern legal load limits.
- Erects signs on roadways to alert public to possible hazards.
- Loads and transports heavy road machinery on a 35 to 50 ton tractor-trailer haul unit to various project sites as needed.
- Wears safety equipment that may include hard hats, goggles, face shields, etc. as required for the safe performance and completion of the job.
- Works and drives or operates vehicles and machinery in all types of weather conditions. Performs other duties as assigned.

SUPERVISION RESPONSIBILITIES: N/A

MINIMUM QUALIFICATIONS/REQUIREMENTS:
- High School Diploma/GED.
- 1.5 years' work experience in heavy equipment operation and roadway maintenance.
- New Mexico CDL Class A with tanker endorsement.
- First Aid/CPR certification.
- Valid New Mexico driver's license with ability to meet Pueblo of Isleta liability insurance requirements and maintain eligibility for insurance.
- Must pass background check for position.
- Must be able to comply with the Pueblo of Isleta Drug Free Workplace policies.

KNOWLEDGE, SKILL AND ABILITY REQUIREMENTS:
- Knowledge of applicable federal, state, county and local laws, regulations, and requirements.
- Knowledge of department organization, functions, objectives, policies and procedures.
- Knowledge of Federal, State and local transportation safety codes in regard to proper flagging, towing procedures, height, weight, and width of the load.
- Knowledge of the methods and techniques of road construction and maintenance work, including an in depth knowledge of a variety of soil compositions and properties due to the increased complexity associated with operating equipment on all types of terrain.
- Skill in the operation of various vehicles ranging from one-ton trucks to tractor-trailer rigs with various speed and gear ranges.
- Skill in the operating procedures of a great variety of heavy duty equipment including scraper, front end loader, dozer, grader, backhoe, crack sealer, paint stripper, smooth drum and pneumatic roller, sweepers, as well as the purposes and limitations of a greater variety of attachments.
- Skill in making effective decisions in emergency situations.
- Skill in using heavy equipment, hand and power tools.
- Ability to determine proper vehicle to accomplish various jobs considering such factors such as size, weight, road conditions and distance.

- Ability to complete required reports and utilized routine tools in maintenance of equipment.
- Ability to use HOTSOS software.
- Ability to anticipate, recognize and evaluate hazardous conditions, as well as develop hazard and safety control methods.
- Ability to interpret applicable federal, state, county and local laws, regulations, and requirements.
- Ability to work independently and meet strict time lines.
- Ability to communicate efficiently and effectively both verbally and in writing.
- Ability to establish and maintain good working relationships with the individuals of varying social and cultural backgrounds.
- Ability to analyze situations and adopt appropriate courses of action.
- Ability to establish and maintain professional relationships with the public and co-workers.
- Ability to make solid decisions and exercise independent judgment.

PHYSICAL DEMANDS:

- Talk, hear, stoop, bend; kneeling, climbing; use hands to handle objects, equipment, controls and reach with arms and hands; carry equipment and supplies.
- Considerable physical activity; heavy physical work; heavy moving, lifting, pushing, or pulling of objects is a primary part of the job.
- Position requires ability to lift 50 lbs.
- Noise level is usually high.

WORK ENVIRONMENT:

- Work is performed in an outdoor environment or vehicle.
- May be required to work in confined spaces.
- Exposure to fumes, chemicals and other noxious odors, vehicle exhaust, jolting, shaking, vibrations and noise while performing duties.
- Exposure to natural weather conditions and various dusts and mists may occur while performing outdoor duties.
- Situations where safety-toe shoes, safety goggles, gloves, or protective face shields are needed may arise.
- Travel within the Pueblo area is required and working in sensitive and/or hazardous areas is common.
- Evening, weekend, and/or holiday work will be required.

PREFERENCE:

Tribal and Native American Indian preference shall apply to all positions at Pueblo of Isleta.