

HOPI TRIBAL HOUSING AUTHORITY

JOB VACANCY **Re-Advertisement**



The Hopi Tribal Housing Authority is seeking a qualified individual to fill the following job vacancy.

DEVELOPMENT DIRECTOR

Regular Full-Time

CLOSING DATE: May 08, 2024 @ 5:00 P.M.

Job Summary:

Under direct supervision of the Executive Director plans, organizes, and schedules all construction development activities for the Hopi Tribal Housing Authority. Maintains a high level of confidentiality.

Minimum Qualifications & Requirements:

- Bachelor's Degree or equivalent in Construction Management, Engineering, Architecture or related field;
- Two (2) years experience in construction;
- Two (2) years trade school in residential building practices; AND
- Six (6) years contracting experience OR equivalent combination and experience which demonstrates the ability to perform the duties of the position.
- Must have a valid AZ Driver's License with no DWI/DUI convictions within the last three (3) years.
- Must be able to pass a pre-employment drug/alcohol screening and background investigation.

FOR MORE INFORMATION AND/OR TO OBTAIN AN APPLICATION AND JOB DESCRIPTION, CONTACT:

Christine Tawahongva, Human Resources Generalist

P.O. Box 906

Polacca, AZ 86042

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Fax: (928) 737-9270

Email: ctawahongva@htha.org

Hopi Tribal Housing Authority Website: WWW.HTHA.ORG

PLEASE READ THOROUGHLY – Applications must be a complete packet to be considered for the position vacancy.

Submit a completed Hopi Tribal Housing Authority employment application, along with a letter of interest and three (3) reference letters. All must be received by the closing date to be considered a complete application packet.

THE HTHA IS AN EQUAL OPPORTUNITY EMPLOYER AND EXERCISES NATIVE AMERICAN PREFERENCE.