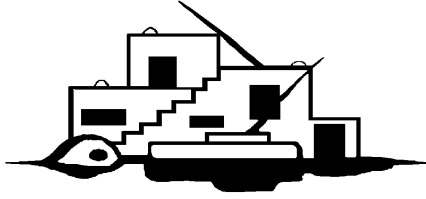


# JOB ANNOUNCEMENT



## Hopi Tribal Housing Authority

**Job Closing Date: OUF**

**Position:** WAREHOUSE TECHNICIAN  
**Supervisor:** MAINTENANCE SUPERVISOR  
**Grade:** 10  
**Location:** Polacca, AZ 86042

The Hopi Tribal Housing Authority is seeking a Warehouse Technician. The Warehouse Technician is responsible for moving building material within the warehouses as materials are shipped and received. Receive, store and distribute material, tools, and equipment within the Warehouses, in addition supervise receiving reports, inventory tagging of capital equipment. Responsible for proper maintenance of all equipment, program vehicles, warehouse & yard. Coordinates with drivers on outgoing equipment, supplies and materials to and from project sites ensuring all materials are handled appropriately and maintaining product quality. Delivers, issues and fulfills purchase orders to various departments within the HTHA, which requires safe and efficient driving between both warehouse (Hopi & Winslow) locations. Maintains a high level of Confidentiality.

**The Minimum Requirements:** High School Diploma, twenty-four (24) college credits and two (2) years related work experience or equivalent combination of education and experience.

To apply visit [www.htha.org](http://www.htha.org) or contact Pauline Secakuku at (928)737-2800 for an application. Applications along with supporting documents (i.e. Degrees, Certifications, Licenses, etc.) can also be delivered to HTHA, mailed to P.O. Box 906, Polacca, Arizona 86042, faxed to (928)737-9270 or emailed to [psecakuku@htha.org](mailto:psecakuku@htha.org). Resumes can be attached but the HTHA requires a complete and signed job application for job consideration.