



**TOHONO O'ODHAM NATION**  
**TRIBAL EMPLOYMENT RIGHTS OFFICE**  
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**ATTENTION TOHONO O'ODHAM NATION TERO CLIENTS**

**Positions Available**

**10- Universal HOE Operator-\$17.75 HR/PT**

**See Attached Job Description Attached**

**Pre Employment Drug Test Required**

TBD project/position must have transportation to jobsite, hours will vary, and work schedule will be based on scheduling. Davis Bacon Wage Scale

**START DATE: ASAP**

**Company: Keystone Masonry, LLC.**

**Project Title/Location: TOKA 1048-LT-25**

**Little Tucson Community/Baboquivari District /Tohono O'odham Nation**

**CLOSING DATE: June 29 ,2026 930 am**

**INTERVIEW DATE: TBD via GoTo (virtual)**



## KEYSTONE MASONRY LLC - OPERATOR JOB DESCRIPTION

### Summary

Operate, perform inspections, and routinely maintain various equipment including; forklifts, skid steers, reach forklifts (telehandler), grout mixers, and grout pumps

### Duties and Responsibilities

- Operates forklifts, skid steer loaders, mixers and pumps for block masonry operations.
- Operates tail gates and/or platforms to facilitate loading and unloading of materials.
- Drives 2;5-ton or heavier vehicles and may operate other light equipment.
- Performs routine inspection and maintenance on vehicles such as checking oil, water, and tires.
- Ensures proper care in the use and maintenance of equipment and supplies; promotes continuous improvement of workplace safety and environmental practices.
- Performs debris removal, as required.
- Performs miscellaneous job-related duties as assigned.

### Minimum Job Requirements

- Completed certification from an accredited institution that are above the minimum education requirement may be substituted for experience on a year for year basis. (forklift certification)
- OSHA 10 Completion.
- Possession of a valid drivers license.

### Knowledge, Skills and Abilities Required

- Knowledge of materials handling equipment and procedures.
- Ability to drive motor vehicles.
- Ability to understand and follow specific instructions and procedures.
- Ability to use hand and power tools applicable to trade.
- Knowledge of light equipment operation and/or maintenance.
- Knowledge of basic vehicle inspection and maintenance including tire pressure, checking oil and fluid levels.
- Ability to read, understand, follow, and enforce safety procedures.

### Working Conditions and Physical Effort

- Work involves almost constant exposure to unusual elements, such as extreme temperatures, hazardous materials, dirt, dust, fumes, smoke, and/or loud noises.
- Extensive physical activity. Requires strenuous physical work; heavy lifting, pushing, or pulling required of objects over 50 pounds.
- Work environment involves some exposure to hazards or physical risks, which require following basic safety precautions.



## APPLICATION INFORMATION

### INFORMACIÓN DE LA APLICACIÓN

**Full Name:** \_\_\_\_\_ **Date of Birth:** \_\_\_\_\_  
Nombre completo: \_\_\_\_\_ Fecha de nacimiento: \_\_\_\_\_  
Last / Último First / Primero M.I. / Medio

**Address:** \_\_\_\_\_ **Phone:** \_\_\_\_\_  
Dirección: \_\_\_\_\_ Teléfono \_\_\_\_\_  
Street Address / Dirección de la calle Apt. / Unit#  
\_\_\_\_\_  
**City / Ciudad** **State / Estado** **Zip / Postal** **Email:** \_\_\_\_\_  
Correo electrónico: \_\_\_\_\_

**Date Available:** \_\_\_\_\_ **SSN:** \_\_\_\_\_ **Desired Salary:** \_\_\_\_\_  
Fecha disponible: \_\_\_\_\_ Seguro Social: \_\_\_\_\_ Salario deseado: \_\_\_\_\_

**Position Applied For:** \_\_\_\_\_  
Puesto solicitado: \_\_\_\_\_

**Are you a citizen of the United States?** Yes  No  **If no, are you authorized to work in the United States?** Yes  No   
¿Es usted ciudadano de los Estados Unidos? Sí No Si la respuesta es no, ¿está autorizado para trabajar en los Estados Unidos? Sí No

**Have you worked for Keystone Masonry?** Yes  No  **If so, when?** \_\_\_\_\_  
¿Has trabajado para Keystone Masonry? Sí No Si es así, ¿cuándo? \_\_\_\_\_

**Have you been convicted of a felony?** Yes  No  **Explain:** \_\_\_\_\_  
¿Ha sido condenado por un delito? Sí No Explicar: \_\_\_\_\_

## EDUCATION

### EDUCACIÓN

**Highschool:** \_\_\_\_\_ **Address:** \_\_\_\_\_  
Escuela secundaria: \_\_\_\_\_ Dirección: \_\_\_\_\_  
**From:** \_\_\_\_\_ **To:** \_\_\_\_\_ **Did you graduate?** Yes  No  **Diploma:** \_\_\_\_\_  
De: Para: ¿Te graduaste? Sí No Diploma: \_\_\_\_\_

**College:** \_\_\_\_\_ **Address:** \_\_\_\_\_  
Universidad: \_\_\_\_\_ Dirección: \_\_\_\_\_  
**From:** \_\_\_\_\_ **To:** \_\_\_\_\_ **Did you graduate?** Yes  No  **Degree:** \_\_\_\_\_  
De: Para: ¿Te graduaste? Sí No Licenciatura: \_\_\_\_\_

**Other:** \_\_\_\_\_ **Address:** \_\_\_\_\_  
Otro: \_\_\_\_\_ Dirección: \_\_\_\_\_  
**From:** \_\_\_\_\_ **To:** \_\_\_\_\_ **Did you graduate?** Yes  No  **Degree:** \_\_\_\_\_  
De: Para: ¿Te graduaste? Sí No Licenciatura: \_\_\_\_\_

## REFERENCES

### REFERENCIAS

**Full Name:** \_\_\_\_\_  
Nombre completo: \_\_\_\_\_

**Company:** \_\_\_\_\_ **Relationship:** \_\_\_\_\_  
Compañía: \_\_\_\_\_ Relación: \_\_\_\_\_

**Address:** \_\_\_\_\_ **Phone:** \_\_\_\_\_  
Dirección: \_\_\_\_\_ Teléfono \_\_\_\_\_

**Full Name:** \_\_\_\_\_  
Nombre completo: \_\_\_\_\_

**Company:** \_\_\_\_\_ **Relationship:** \_\_\_\_\_  
Compañía: \_\_\_\_\_ Relación: \_\_\_\_\_

**Address:** \_\_\_\_\_ **Phone:** \_\_\_\_\_  
Dirección: \_\_\_\_\_ Teléfono \_\_\_\_\_

**Full Name:** \_\_\_\_\_  
Nombre completo: \_\_\_\_\_

**Company:** \_\_\_\_\_ **Relationship:** \_\_\_\_\_  
Compañía: \_\_\_\_\_ Relación: \_\_\_\_\_

**Address:** \_\_\_\_\_ **Phone:** \_\_\_\_\_  
Dirección: \_\_\_\_\_ Teléfono \_\_\_\_\_



## PREVIOUS EMPLOYMENT

### EMPLEO ANTERIOR

Company: Compañía:	_____	Phone: Teléfono	_____
Address: Dirección:	_____	Supervisor: Supervisor:	_____
Job Title: Título del trabajo:	_____	Starting Salary: Salario inicial:	_____
Responsibilities: Responsabilidades:	_____		
From: De:	To: Para:	Reason for Leaving: Motivo de la salida:	_____
May we contact your previous employer? ¿Podemos ponernos en contacto con su empleador anterior?	Yes <input type="checkbox"/> Sí	No <input type="checkbox"/> No	Explain: Explicar: _____

Company: Compañía:	_____	Phone: Teléfono	_____
Address: Dirección:	_____	Supervisor: Supervisor:	_____
Job Title: Título del trabajo:	_____	Starting Salary: Salario inicial:	_____
Responsibilities: Responsabilidades:	_____		
From: De:	To: Para:	Reason for Leaving: Motivo de la salida:	_____
May we contact your previous employer? ¿Podemos ponernos en contacto con su empleador anterior?	Yes <input type="checkbox"/> Sí	No <input type="checkbox"/> No	Explain: Explicar: _____

Company: Compañía:	_____	Phone: Teléfono	_____
Address: Dirección:	_____	Supervisor: Supervisor:	_____
Job Title: Título del trabajo:	_____	Starting Salary: Salario inicial:	_____
Responsibilities: Responsabilidades:	_____		
From: De:	To: Para:	Reason for Leaving: Motivo de la salida:	_____
May we contact your previous employer? ¿Podemos ponernos en contacto con su empleador anterior?	Yes <input type="checkbox"/> Sí	No <input type="checkbox"/> No	Explain: Explicar: _____

## DISCLAIMER & SIGNATURE

### DESCARGO DE RESPONSABILIDAD Y FIRMA

I certify that my answers are true to the best of my knowledge. If this application leads to employment and the information is not true it may result in my release.

Certifico que mis respuestas son verdaderas a mi leal saber y entender. Si esta solicitud conduce a un empleo y la información no es cierta, puede resultar en mi liberación.

Signature: Firma:	_____	Date: Fecha:	_____
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