



EMPLOYER: HORIZONS INC.

ADDRESS: Chalan Pale Arnold, Tanapag Village, P.O. Box 502399, Saipan, MP 96950

TELEPHONE NO.: (670) 323-8882

POSITION: AUTOMOTIVE MECHANIC

Payment Frequency: Biweekly

Salary Range: \$10.11 to \$10.11/ Hour

Opening Date: 09/18/2024

Closing Date: 10/08/2024

FULL TIME: The job opportunity is a temporary, full-time position commencing on February 01, 2025 to January 31, 2026

NUMBER OF OPENINGS: 1

Specific Worksite Location: Chalan Pale Arnold, Tanapag Village, Saipan, Across Tanapag Middle School

Overtime Available: Yes

Overtime Rate: \$15.11 to 15.11/Hour

Specify all Payroll deduction: Deduction from pay are those allowed under applicable laws both Federal and State Taxes

JOB REQUIREMENTS:

Must be high school graduate or its' equivalent. Must have 6 months formal training. Must have 12 Months prior work experience as automotive mechanic. Ability to use diagnostic equipment. Ability to read and comprehend operating manuals, blueprints, technical drawings, instructions and information. Knowledge of machines and tools including their designs, uses and repair and maintenance. CNMI driver's license is required

JOB DESCRIPTION:

Inspect vehicles for damage and record findings so that necessary repairs can be made. Test drive vehicles and test components and systems, using equipment such as infrared engine analyzers, compression gauges, and computerized diagnostic devices. Repair, reline, replace, and adjust brakes. Align vehicles' front ends.

Tear down, repair, and rebuild faulty assemblies, such as power systems, steering systems, and linkages. Perform routine and scheduled maintenance services, such as oil changes, lubrication, and tune-ups. Plan work procedures, using charts, technical manuals, and experience. Follow checklists to ensure all important parts are examined, including belts, hoses, steering systems, spark plugs, brake and fuel systems, wheel bearings, and other potentially troublesome areas. Maintain cleanliness of work area. Change spark plugs, fuel filters, air filters, and batteries in hybrid electric vehicles. Repair and service air conditioning, heating, engine cooling, and electrical systems. Disassemble units and inspect parts for wear, using micrometers, calipers, and gauges. Test electronic computer components in automobiles to ensure proper operation. Overhaul or replace carburetors, blowers, generators, distributors, starters, and pumps. Repair or replace parts such as pistons, rods, gears, valves, and bearings. Rewire ignition systems, lights, and instrument panels. Troubleshoot fuel, ignition, and emissions control systems, using electronic testing equipment. Tune automobile engines to ensure proper and efficient functioning. Repair, replace, or adjust defective fuel injectors, carburetor parts, and gasoline filters. Install, adjust, or repair hydraulic or electromagnetic automatic lift mechanisms used to raise and lower automobile windows, seats, and tops. Conduct visual inspections of compressed natural gas fuel systems to identify cracks, gouges, abrasions, discoloration, broken fibers, loose brackets, damaged gaskets, or other problems. Rebuild parts, such as crankshafts and cylinder blocks. Repair or rebuild transmissions. Perform other related duties as per supervisor's instruction.

Additional Job Information: Benefits, Required Tools, Supplies, etc.:

Basic Wage Rate: \$10.07 to \$10.07 per hour

Overtime Wage Rate X 1.5 : \$15.11 to \$15.11 per hour

Anticipated Hours per Day : 7

Anticipated Hours per Week: 35

Frequency of Pay: Biweekly

Anticipated Days of Work Per Week: Monday to Friday

Anticipated Hourly Work Schedule: 8:00 AM - 4:00 PM

Specify All Payroll Deductions: Payroll related taxes as required by law

The job opportunity is a temporary, full-time position commencing on February 01, 2025 to January 31, 2026. Anticipated work hours will be from 8:00 AM to 4:00 PM, Monday to Friday, 7 hours per day and 35 hours per week. Overtime work hours will be available at 1.5 times the rate indicated on this job vacancy announcement. Applicants will be reasonably expected to reside in Saipan to perform the services or labor as advertised. The employer will make all deductions from the worker's paycheck as required by law only.

Three Fourths Guarantee: Employee will be offered employment for a total number of work hours equal to at least three fourths of the workdays of the total period that begins with the first workday after the arrival of the worker at the place of employment or the advertised contractual first date of need, whichever is later, and ends on the expiration date specified in the work contract or in its extensions, if any. **Transportation and Subsistence:** If the employee completes 50 percent of the work contract period, the employer will provide, reimburse, or advance payment for the worker's transportation and subsistence from the place of recruitment to the place of work. Upon completion of the work contract or where the worker is dismissed earlier, the employer will provide or pay for the worker's reasonable costs of return transportation and subsistence back home or to the place the worker originally departed to work, except where the worker will not return due to subsequent employment with another employer or where the employer has appropriately reported a worker's voluntary abandonment of employment. The amount of transportation payment or reimbursement will be equal to the most economical and reasonable common carrier for the distances involved.

Daily transportation from the worker's residence to the workplace is not provided. Worker's will be provided without charge or deposit charge, of all tools, supplies and equipment required to perform duties assigned. On-the-job-training, board, lodging and other facilities will not be provided as compensation for this job vacancy announcement.

Applicants may pick-up application form or may submit their resume and credentials to Horizons Inc. All employment applications and resume' must be received no later than the closing date shown above. Applicants may be interviewed for the job opportunity at Horizons Inc., Chalan Pale Arnold, Tanapag Village, Across Tanapag Middle School; Monday to Friday 9:00 AM to 4:00 PM. Email: horizonsincspn@gmail.com; Website: horizons-inc-saipan.com; Telephone No. (670) 323-8882