

THE NAVAJO NATION
Department of Personnel Management
JOB VACANCY ANNOUNCEMENT

REQUISITION NO:	<u>DOT10320972</u>	DATE POSTED:	<u>04/28/21</u>
POSITION NO:	<u>243174</u>	CLOSING DATE:	<u>05/11/2021 by 5pm</u>
POSITION TITLE:	<u>Archaeologist</u>		
DEPARTMENT NAME / WORKSITE:	<u>Navajo DOT/Department of Project Management / Tse Bonito, New Mexico</u>		
WORK DAYS:	<u>M - F</u>	REGULAR FULL TIME:	<input checked="" type="checkbox"/> GRADE/STEP: <u>BJ64A</u>
WORK HOURS:	<u>8AM - 5PM</u>	PART TIME:	<input type="checkbox"/> NO. OF HRS./WK.: _____ \$ <u>43,910.64</u> PER ANNUM
SENSITIVE	<input type="checkbox"/>	SEASONAL:	<input type="checkbox"/> DURATION : _____ \$ <u>21.03</u> PER HOUR
NON-SENSITIVE	<input checked="" type="checkbox"/>	TEMPORARY:	<input type="checkbox"/> _____

DUTIES AND RESPONSIBILITIES:

Project Compliance: Provide direct archaeological service by field visits on FHWA/FET/Capital Outlay funded road blading schedules and road projects. Scheduling field review(s) at project site(s) for potential cultural resources relating to archaeological site(s), traditional cultural properties and sacred site(s) by scheduling interview(s) with person(s) of interest. Investigation and reburials of reported prehistoric human remains within the roadway in accordance to the Navajo Nation Jishch'aa Policy and the Navajo Nation Heritage & Historic Preservation laws and regulations. **Project Management:** Archival file research of previous archaeology records at the Navajo Nation Heritage & Historic Preservation Office for and from recent field visits and/or human remains investigation(s). Formal report writing of the Archaeological inventory Resources Site Form and an archaeological site form of all field recordation from recent field visits; producing a USGS 7.5 Quadrangle (1:24,000) map of data collected with the use of global positions system unit. Interview form when interview(s) were conducted are provided. If human remain(s), historic or prehistoric, have been investigated, a report is produced and submitted to the appropriate departments, Law Enforcement or Navajo Nation Historic Preservation Office.

QUALIFICATION REQUIREMENTS: (Education, Experience and Training)

Minimum Qualifications:

- A Bachelor's degree in Anthropology or Archaeology or other related fields; and one (1) year of experience in archeological survey and excavation activities; or an equivalent combination of education and experience.

Special Requirements:

- Posses a valid state driver's license.

(To receive full credit for education, certification, or licensure, transcripts, copies of degrees, certificates, and other appropriate documents must be submitted along with employment application.)

Special Knowledge, Skills and Abilities:

The road system on the entire Navajo Nation runs over 16,000 miles. The new archaeologist position warrants to meet a portion of the department's goals and objectives by providing archaeology services to chapter communities, counties/state and federal agencies. There are also countless number of cultural resources that have not been recorded near and on the road system. The position will be assigned to one of the five agencies, as needed, and will report to the department daily. Also, the department will continue to increase a number of archaeology positions possible every fiscal year to meet the department goals by reducing the number of shortage of staff. Submission of AIRS report and/or narrative report for review.

THE NAVAJO NATION GIVES PREFERENCE TO ELIGIBLE AND QUALIFIED APPLICANTS IN ACCORDANCE WITH THE NAVAJO PREFERENCE IN EMPLOYMENT ACT AND VETERANS' PREFERENCE.