THE NAVAJO NATION
Department of Personnel Management
JOB VACANCY ANNOUNCEMENT

REQUISITION NO:	**DGS0368822**	DATE POSTED:	**06/23/14**
POSITION NO:	242756	CLOSING DATE:	**07/07/14**
POSITION TITLE:	**Aircraft Pilot**		
DEPARTMENT NAME / WORKSITE:	DGS/Navajo Air Transportation - Window Rock, AZ		

WORK DAYS:	Monday - Friday	REGULAR FULL TIME:	☑		GRADE/STEP:	Z67A
WORK HOURS:	8:00 am - 5:00 pm	PART TIME:	☐	NO. OF HRS./WK.:	$ 58,073.60	PER ANNUM
		SEASONAL:	☐	DURATION :	$ 27.92	PER HOUR
		TEMPORARY:	☐			

DUTIES AND RESPONSIBILITIES:

Under direction, performs work of considerable difficulty in piloting fixed wing aircraft to transport passengers, luggage or freight in corporate charter situation; performs related work as assigned. This list is ILLUSTRATIVE ONLY and is not a comprehensive listing of all functions and tasks performed by incumbents of this class. Performs preflight duties by inspecting air worthiness conditions, filing flight plans, route considerations, SAFE meteorological analysis and passenger safety conditions; prepares, reviews and files flight plans and schedules in accordance with Federal Aviation Administration (FAA) and/or local government regulations; operates aircraft in accordance to applicable regulations and procedures; performs post flight duties upon arrival at destination by securing aircraft, ensuring any maintenance is performed and refuels aircraft ; ensures all freight is properly secured when transporting freight; may assist in flight office by scheduling flights; maintains logs; prepares required reports.

QUALIFICATION REQUIREMENTS: (Education, Experience and Training)

Minimum Qualifications:

- Three (3) years paid experience in single and multi-engine aircraft operations, 4,000 hours as pilot-in-command and 2,000 hours multi-engine time.

Preferred Qualifications:

- Five (5) Years paid experience in single and multi-engine aircraft operations, 5000 hours as a pilot-in-command and multi-engine time.

Special Requirements:

- Possess a valid FAA Commercial Pilot's License with single, multiengine aircraft and instrument rating certification, a current Instrument Competency Endorsement, Federal Communications Commission (FCC) Radio Permit (restricted), a current Class II Medical Certificate and a valid state driver's license.
- Pass FAA mandated physical examination. Position may require additional licenses or certification.

(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:

Knowledge of FAA Regulations Pertinent to aircraft operations; federal, state, and Navajo Nation charter plane flight rules and regulations; instrument aircraft components, operations and maintenance requirements; flight scheduling and pilot limitation in accordance with FAA regulations; methods, practices and procedures of piloting assigned aircraft; occupational safety and health regulations, practice and procedures; both instrument and visual flying methods; analysis and interpretation of technical meteorological maps and information. Skill in safely piloting assigned aircraft to and from destinations; verbal and written communication related to filing, following and conveying flight information to flight control towers; scheduling flights for a variety of purposes including transportation of passengers or freight; accurately analyzing and interpreting complex information; establishing and maintaining effective working relationships.

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