

THE NAVAJO NATION
Department of Personnel Management
JOB VACANCY ANNOUNCEMENT

REQUISITION NO: DNR05215726

DATE POSTED: 06/29/18

POSITION NO: 226120

CLOSING DATE: 08/09/18

POSITION TITLE: Principal Civil Engineer

DEPARTMENT NAME / WORKSITE: DNR/Department of Water Resources/Water Management Branch, Ft. Defiance, AZ

WORK DAYS: Monday - Friday REGULAR FULL TIME: GRADE/STEP: AJ71A

WORK HOURS: 8am - 5pm PART TIME: NO. OF HRS./WK.: _____ \$ 85,800.00 PER ANNUM

SENSITIVE SEASONAL: DURATION: _____ \$ 41.25 PER HOUR

NON-SENSITIVE TEMPORARY: _____

DUTIES AND RESPONSIBILITIES:

Provides technical expertise and policy advice on complex engineering issues; technical support on water rights, and other related engineering projects; coordinates work efforts with other organizations and/or programs, devises concrete approaches in planning, solutions, designing, specifications, etc. Provides overall planning and management objectives for optimum utilization of water management functions for sustainable distribution of resources. Coordinate planning studies with federal and state agencies aimed at developing uniform planning, financing, contracting, and management of projects. Organizes internal and external resources towards the completion of projects within the established deadlines. Ensures legal, regulatory and department requirements are met for assigned projects. Addresses and develops proposals to revise legislation, regulations or other policies. Performs duties described at the next lower level. Ensures a variety of data information is compiled, computed and entered into databases. Supervise other professional staff. Perform other duties as assigned.

QUALIFICATION REQUIREMENTS: (Education, Experience and Training)

Minimum Qualifications:

- A Bachelor's degree in Civil Engineering or a related engineering field; and ten (10) years of progressively responsible civil engineering experience, six (6) years of which must have been in a supervisory capacity.

Special Requirements:

- Possess a Professional Engineer (PE) license.
- Possess 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:

Knowledge and understanding of economics as related to planning, designing and construction practices. Knowledge and application of engineering research and study methods. Knowledge of computer hardware and peripherals. Skill in establishing and maintaining effective working relationships. Ability to communicate effectively, both orally and in writing, prepare and present to management monthly, quarterly and annual reports. Possess strong analytical skills and has the ability to manage time and resource effectively. Perform reviews of studies performed by the staff. Strong personnel supervisory skills, perform employee appraisal evaluations, develop budgets and expenditure reports. Project management experience and record of successful proposal writing, proposal management, and public presentations is desired. Oversees and coordinates work of multi-disciplinary teams - Engineers, Hydrologists, GIS, Accountants, etc.

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