THE NAVAJO NATION
Department of Personnel Management
JOB VACANCY ANNOUNCEMENT

REQUISITION NO: EPA01524206  DATE POSTED: 07/07/22
POSITION NO: 244951  CLOSING DATE: 07/20/2022 by 5pm
POSITION TITLE: Civil Engineer

DEPARTMENT NAME / WORKSITE: Surface/Ground Water Protection Dept./Navajo EPA - Window Rock, AZ

WORK DAYS: Monday to Friday  REGULAR FULL TIME: ✓
WORK HOURS: 40/week  PART TIME: ☐
SENSITIVE ☐  NO. OF HRS./WK.: ☐
NON-SENSITIVE ✓  SEASONAL: ☐
TEMPORARY: ☐

GRADE/STEP: BR67A  PER ANNUM $66,941.00
PER HOUR $32.06

DUTIES AND RESPONSIBILITIES:
Under general direction of the Surface and Ground Water Protection Department Manager and performs duties of considerable difficulty relating to the One-Stop-Shop 164 Review of drinking water/wastewater construction permits/design review(s); permits new or renovated public water systems through the construction permit process and conducts final construction inspections; conducts environmental compliance and enforcement activities and related administrative work; collects, examines, and analyzes engineering data and maintains/updates water resource statistics relating to drinking water and wastewater infrastructure; assists with the implementation of the backflow prevention and cross connection program; assists in conducting the susceptibility assessment surveys of public water systems; assists in the wellhead protection activities with communities and assists in their environmental/community planning efforts to protect their drinking water source(s); attends staff meetings, conferences, seminars, workshops, and training; prepares technical reports, periodic progress reports/charts, workplans, and strategic plans as it relates to the One-Stop-shop.

QUALIFICATION REQUIREMENTS: (Education, Experience and Training)
Minimum Qualifications:
• A Bachelor Degree in Civil Engineering or related engineering degree; and two (2) years of experience as a Civil Engineer and/or related work experience in public infrastructure construction.

Special Requirements:
• Possess a valid state driver 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:
Skills in communicating and technical writing; use of engineering software, word-processing, database, and spreadsheet software; and Geographical Information System knowledge desired. Must have a valid state driver license and obtain a Navajo Nation vehicle operating permit within 90 days of employment. Considerable knowledge of principles and practices of civil and/or environmental engineering, hydrogeology, drinking water quality standards, public water systems, sampling and analyses of drinking water, sanitary engineering, federal/state and Navajo Nation laws/regulations governing public water systems and wastewater infrastructure.

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

Revised: 03.05.18