

THE NAVAJO NATION
Department of Personnel Management
JOB VACANCY ANNOUNCEMENT

Requisition No: DNR0526818

Date Posted: 07/16/12

POSITION NO: 938742

Closing Date: 07/27/12

CLASS CODE: 3324

POSITION TITLE: Senior Engineer Technician

DEPARTMENT NAME: DNR/Water Resources/Technical, Construction & Operations Branch

DEPARTMENT NO: 52 WORKSITE LOCATION: Fort Defiance, AZ

WORKS DAYS/HOURS: POSITION TYPE: GRADE: R60A

Days: Mon-Fri

Permanent:

SALARY:

Hours: 8am-5pm

Temporary:

Duration: _____ \$ \$26,956.80 Per Annum

Part-Time:

No. of Hrs/Wk: 40 \$ 12.96 Per Hour

DUTIES AND RESPONSIBILITIES:

Lead survey party; run cross-sections, conduct topographic surveys, locate boundaries sections and establish vertical and horizontal field controls. Plan, design and prepare drawings, maps, charts, etc., organize field surveys, collect records, tabulate and compute data/survey notes and supervisor field activities. Assist with/determine survey methods and provide instructions for proper operation and maintenance of survey and drafting equipment. Assists with/prepare, analyze and make periodic inspections On-going water development projects. Instruct rod person on proper surveying methods, explain drawings and construction specification requirement to Heavy Equipment Operators. Interpret topographic maps to find location of project sites; prepare and revise as-built drawings; update and maintain drawings files; compile and submit reports for field trips, project status, weekly and monthly work activities.

QUALIFICATION REQUIREMENTS:

Education and Training:

High School Diploma and/or GED and **(to receive full credit for education/training applicant must submit copies of transcripts, degrees and current certificates)**

Experience:

two (2) years engineering technician work or an equivalent combination of education, training and experience which provides the capabilities to perform the described duties.

Special Knowledge, Skills and Abilities:

Good knowledge of the principles and practices of civil engineering; must be familiar with computers and engineering software applications. Ability to supervise the work of assigned staff; ability to prepare plans, specifications and technical reports; ability to establish and maintain good working relationship with others.

License/Certification Requirements:

Must possess a valid state driver's license and obtain a Navajo Nation Vehicle Operator's Permit within 90 days of employment.

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

Revised: 1-15-99