

THE NAVAJO NATION
Department of Personnel Management
JOB VACANCY ANNOUNCEMENT

REQUISITION NO: EPA0156815

Date Posted: 07/16/12

POSITION NO: 941924

Closing Date: 07/27/12

CLASS CODE: 3311

POSITION TITLE: Civil Engineer

DEPARTMENT NAME: Surface and Ground Water Protection Department

DEPARTMENT NO: 15 WORKSITE LOCATION: Window Rock, AZ

WORKS DAYS/HOURS: POSITIONS TYPE: GRADE: S65A

Days: Monday-Friday

Permanent:

SALARY:

Hours: 8:00am to 5:00pm

Temporary:

Duration: _____ \$ 47,486.40 Per Annum

Part-Time:

No. of Hrs/Wk: _____ \$ 22.83 Per Hour

DUTIES AND RESPONSIBILITIES:

Under general direction of the Management of the Public Water Systems Supervision Program and the technical guidance of the Department Professional Engineer, performs duties of considerable difficulty relating to public water system design, sanitation engineering, environmental compliance, enforcement activities, and related administrative work; collects, examines, and analyzes engineering data and maintains/updates water resource statistics; conducts engineering reviews of proposed design and construction inspection of new or modified drinking water facilities; permits new or renovated public water systems through the construction permit process and conducts final construction inspections; implements the backflow prevention and cross connection program for the PWSSP; assists in conducting susceptibility assessment surveys of public water systems and develops database showing potential contamination of drinking water sources.

Assists in conducting wellhead protection activities with communities and assists in their environmental planning efforts with regard to protecting their drinking water sources; uses Geographical Information System to generate maps using field survey data of water quality and sites of potential contamination sources that may affect drinking water wells; conducts sanitary surveys with program staff to ensure engineering integrity of systems and water quality; attends staff meetings, conferences, seminars, workshops, and training; prepares technical reports, periodic progress reports/charts, work plans, and strategic plans; and performs other related duties as may be assigned from time to time by the supervisor.

QUALIFICATION REQUIREMENTS:

Education and Training:

A Bachelor's degree in Civil, Environmental Engineering or related engineering field; and

Experience:

Two (02) years responsible work as a Civil Engineer and/or related work in public infrastructure construction.

(To receive full credit for education/training, applicant must submit copies of college transcript, degree, certificates, diploma, etc.)

Special Knowledge, Skills and Abilities:

Considerable knowledge of principles and practices of civil and/or environmental engineering, hydrogeology, drinking water quality standards, public water systems, sampling and analysis of drinking water, sanitary engineering and federal/state and Navajo Nation's laws and regulations governing public water systems. Skills in communication and technical writing; use of engineering software, word-processing, database, and spreadsheet software; and Geographic Information System knowledge desired.

License/Certification Requirements:

Possession of Engineering-in-Training (EIT) certificate (**preferred**); must obtain the EIT within one (01) year of employment. Must possess a valid state driver's license and obtain a Navajo Nation's Vehicle Operating Permit within 90 days of employment, update or get certification in Hazardous Materials Incident Response Operations, Confined Space Safety and Tower Climbing Safety (**preferred**).

VETERANS' PREFERENCE APPLIES

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

Revised: 1-15-99