

**THE NAVAJO NATION**  
**Department of Personnel Management**  
**JOB VACANCY ANNOUNCEMENT**

REQUISITION NO:	<u>EPA01514172</u>	DATE POSTED:	<u>08/11/17</u>
POSITION NO:	<u>941924</u>	CLOSING DATE:	<u>08/24/17</u>
POSITION TITLE:	<u>Civil Engineer</u>		
DEPARTMENT NAME / WORKSITE:	<u>Surface and Ground Water Protection Department / Window Rock, AZ</u>		
WORK DAYS:	<u>Monday to Friday</u>	REGULAR FULL TIME:	<input checked="" type="checkbox"/>
WORK HOURS:	<u>8:00am to 5:00pm</u>	PART TIME:	<input type="checkbox"/>
		SEASONAL:	<input type="checkbox"/>
		TEMPORARY:	<input type="checkbox"/>
		NO. OF HRS./WK.:	<u>                    </u>
		DURATION :	<u>                    </u>
		GRADE/STEP:	<u>AC65A</u>
		\$	<u>50,337.60</u> PER ANNUM
		\$	<u>24.22</u> PER HOUR

**DUTIES AND RESPONSIBILITIES:**

Under general direction of the Management of the Public Water Systems Supervision Program, 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 manager.

**QUALIFICATION REQUIREMENTS: (Education, Experience and Training)**

**Minimum Qualifications:**

- Bachelor's degree in Civil Engineering, Environmental Engineering or related engineering field; and two (2) years or responsible work experience as a Civil Engineer and/or related work in public infrastructure construction; or an equivalent combination of education and experience.

**Special Requirements:**

- 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:**

Skills in communication and technical writing; use of engineering software, word-processing, database, and spreadsheet software; and Geographic Information System knowledge desired. Must have 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. Considerable knowledge 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.

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