

THE NAVAJO NATION
Department of Personnel Management
JOB VACANCY ANNOUNCEMENT

REQUISITION NO: EPA0159228

DATE POSTED: 09/15/14

POSITION NO: 243009

CLOSING DATE: 09/26/14

POSITION TITLE: ASSOCIATE CIVIL ENGINEER

DEPARTMENT NAME / WORKSITE: EPA/SURFACE & GROUNDWATER PROTECTION DEPARTMENT/WINDOW ROCK, AZ

WORK DAYS: Monday to Friday REGULAR FULL TIME: GRADE/STEP: Z63A

WORK HOURS: 8 am to 5 pm PART TIME: NO. OF HRS./WK.: _____ \$ 41,371.20 PER ANNUM

SEASONAL: DURATION : _____ \$ 19.89 PER HOUR

TEMPORARY: _____

DUTIES AND RESPONSIBILITIES:

Under general direction of the Management of the Public Water Systems Supervision Program and the technical guidance of the Consulting Professional Engineer, performs duties of considerable difficulty relating to public water system design, sanitation engineering, environmental compliance, and enforcement activities; 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; assists in conducting susceptibility assessment surveys of public water systems; 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, and periodic progress reports/charts; and performs other related duties as may be assigned from time to time by the supervisor.

QUALIFICATION REQUIREMENTS: (Education, Experience and Training)

Minimum Qualifications:

- A Bachelor's degree in Civil Engineering, Mining, Environmental or related field of academic discipline.

Preferred Qualifications:

- Experience in survey, civil engineer design and plans, and project and construction management, cost estimating equipment and safety.
- Proficient in the use of surveying, civil engineering software/hardware applications.

Special Requirements:

- Possess a valid state driver's license.

(Please note: 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:

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.

Work requires the ability to work in and out of doors in varying weather conditions at all times of the year. Walking long distances, carrying heavy bulky equipment and other items, climbing ladders or into trenches may be required. There may be the risk of potential exposure to harmful chemicals, pesticides, noxious fumes and other hazards.

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