

THE NAVAJO NATION
Department of Personnel Management
JOB VACANCY ANNOUNCEMENT

REQUISITION NO:	DNR05216493	DATE POSTED:	10/25/18
POSITION NO:	243003	CLOSING DATE:	OUF
POSITION TITLE:	Senior Engineering Technician		
DEPARTMENT NAME / WORKSITE:	Water Resources / San Juan Irrigation Rehabilitation / Shiprock, NM		
WORK DAYS:	Monday-Friday	REGULAR FULL TIME:	<input checked="" type="checkbox"/>
WORK HOURS:	8:00 am - 5:00 pm	PART TIME:	<input type="checkbox"/>
SENSITIVE	<input type="checkbox"/>	SEASONAL:	<input type="checkbox"/>
NON-SENSITIVE	<input checked="" type="checkbox"/>	TEMPORARY:	<input type="checkbox"/>
		NO. OF HRS./WK.:	
		DURATION :	
		GRADE/STEP:	AR60A
		\$	30,035.20 PER ANNUM
		\$	14.44 PER HOUR

DUTIES AND RESPONSIBILITIES:

Serves as survey party leader, conducts topographical, route, leveling (tachometry), construction, as-built, differential, traverse and trigonometric surveys; instructs rod person on proper JOB SPECIFIC surveying methods; locates boundary and section corners; checks surveys; records field measurements and sketches; computes survey data; prepares plats; conducts and provides on-the-job training to new and or temporary employees. Reduces survey notes, drafts survey notes with computer aided drafting software and prepares drawing for review by ENGINEER; instructs and oversees other technicians or student workers in drafting assignments; assigns and reviews work that involves calculating distances, volumes and area from profiles; plans, designs and prepares maps, charts and other illustrative materials; establishes elevations, final and profile grades; researches, assembles and records data; inventories drafting an surveying equipment; upgrades computer software and equipment. Provides field construction oversight activities to ensure work is within design specifications; performs grade checks, staking, coordinates with ENGINEER for on-site design modifications; conducts field evaluations, investees and researches DWR; records, maps and files to ensure no duplication work occurs; evaluates and communicates to ENGINEER projects for repairs, rehabilitation or construction; prepares, maintains and updates project folders; compiles status reports; draft construction plans complete and elevations; prepares design with notes and drawings; visits sites and performs construction stake outs; prepare material specifications and cost estimates.

QUALIFICATION REQUIREMENTS: (Education, Experience and Training)

Minimum Qualifications:

- A high school diploma/GED and two (2) years engineering technician work experience; or an equivalent combination of education and experience.

Special Requirements:

- Possess a valid state drivers 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:

Knowledge of Geographical Information System and Global Positioning System methods and practices; engineering plans, map and specification; computer hardware, software and peripherals related to area of assignment; surveying and mapping; computer aided drafting and design. **Skill** in verbal and written communication for development of reports and legal documents; computer software to develop designs, drafting, maps and reports; analyzing and interpreting technical information and drawing valid conclusions; prioritizing, schedule, assigning and reviewing work; developing specifications and projecting cost estimates. **Abilities** to apply basic mathematical formulas to routine calculations; communicate effectively, both orally and in writing.

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