

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

REQUISITION NO: DOT10122190

DATE POSTED: 11/16/21

POSITION NO: 154415

CLOSING DATE: 12/01/2021 by 5 PM

POSITION TITLE: SENIOR ENGINEERING TECH

DEPARTMENT NAME / WORKSITE: NDOT-EXECUTIVE / TSE BONITO, NM

WORK DAYS: MONDAY-FRIDAY REGULAR FULL TIME:  GRADE/STEP: BQ60A

WORK HOURS: 0800-1700 PART TIME:  NO. OF HRS./WK.: \_\_\_\_\_ \$ 32,635.44 PER ANNUM

SENSITIVE  SEASONAL:  DURATION : \_\_\_\_\_ \$ 15.63 PER HOUR

NON-SENSITIVE  TEMPORARY:  \_\_\_\_\_

**DUTIES AND RESPONSIBILITIES:**

Serves as a survey party leader. Performs a variety of non-technical engineering tasks of a routine nature; tasks are related to road constructions, dams, and other infrastructure facilities, performs work as assigned. Assists with preliminary surveys for right-of-ways, land acquisition, boundary surveys, land use and land ownership; serves as a rodman and/or chainman; maintains field notes, descriptions, sketches and all other pertinent field data collected; assists in construction projects; assists with estimating labor, materials, equipment and cost for construction projects. Downloads data collector and inputs data into computer databases; performs simple hydraulic calculations, estimates weight, volume and quantity using field notes; completes drafting, drawing and design projects under supervisor's instructions; utilizes AutoCAD and applicable software to develop drawing and reduce field notes; makes copies of topographical maps and drawings. Installs, records, graphs, and maintains hydraulic monitoring instruments and installed devices; develops specifications for purchasing monitoring instruments and construction materials; inspects construction sites and dams for seepage, piping, boils, sinkholes, erosion and rodent damage; makes recommendations for repairs; assists in installing gabions, compacting fill and making other field repairs Oversees field construction activities to ensure work is within design specifications; performs grade checks, staking, cut, and fill calculations and on site design modifications; conducts field evaluations, investigation, and research; evaluates projects for repairs, rehabilitation or construction; prepares, maintains and updates project folders; compiles status reports; draws construction plans and evaluations routes survey design as necessary; prepares design with notes and drawings; visits site and performs construction stake outs prepares 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 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:**

Knowledge of Geographical Information System (GIS) and Global Positioning System (GPS) methods and practices; engineering plans, maps, and specifications; computer hardware, software, peripherals related to area of assignment; computer aided drafting and design practices and methods; surveying and mapping methods and practices.

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