THE NAVAJO NATION
Department of Personnel Management
JOB VACANCY ANNOUNCEMENT

REQUISITION NO: **DNR0127294** Date Posted: **12/17/12**
POSITION NO: **211893** Closing Date: **12/31/12**
CLASS CODE: **3341**
POSITION TITLE: **GEOLOGIST**
DEPARTMENT NAME: **Minerals Department**
DEPARTMENT NO: **12** WORKSITE LOCATION: **Window Rock, Arizona**
WORKS DAYS/HOURS: POSITION TYPE: GRADE: **S66A**
Days: **Monday-Friday** Permanent: ☑ SALARY:
Hours: **8:00AM - 5:00PM** Temporary: ☐ Duration: $ **51,792.00** Per Annum
Part-Time: ☐ No. of Hrs/Wk: **40** $ **24.90** Per Hour

DUTIES AND RESPONSIBILITIES:
Responsible for providing advice on geologic issues and assisting with the prudent management of Navajo Nation mineral resources. Assists the Mineral Department Professional Engineering staff with the oversight of geologic, exploration and production of solid materials and oil and gas resources on the Navajo Nation. Reviews, evaluates and recommends proposals for minerals exploration and development submitted by industry. Acts as a Navajo Nation liaison regarding geologic issues with other departments, government agencies and companies. Assists with monitoring mineral production and royalty payments. Assists with preparation of mineral revenue projections for budgeting purposes. Prepares proposals for mineral assessment projects. Prepares geologic permits for the Director's approval and monitors geologic and paleontological studies and research projects on the Navajo Nation.

QUALIFICATION REQUIREMENTS:
Education and Training:
A Bachelors of Science degree in Geology; and

Experience:
four (4) years of progressively responsible petroleum and mineral exploration work experience; **or** a Masters of Science degree in Geology; and three (3) years of progressively responsible petroleum and mineral exploration work experience.
(To receive full credit for education/training, applicant must submit copies of college transcript, certificates, diploma, etc.)

Special Knowledge, Skills and Abilities:
Must be familiar with the use of a personal computer and commonly used standard and geologic software applications.

License/Certification Requirements:
Must have a valid state driver's license and obtain a Navajo Nation Operator's Permit within 90 days of employment.
Professional Geologist Registration is preferred but not mandatory.

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***