THE NAVAJO NATION
Department of Personnel Management
JOB VACANCY ANNOUNCEMENT

Requisition No: **DNR0527452** Date Posted: **01/28/13**
POSITION NO: **944486** Closing Date: **02/08/13**
CLASS CODE: **3324**
POSITION TITLE: **Senior Engineering Technician**
DEPARTMENT NAME: **Dept. of Water Resources - SAFETY OF DAMS PROGRAM**
DEPARTMENT NO: **52** WORKSITE LOCATION: **Ft. Defiance, AZ**
WORKS DAYS/HOURS: POSITION TYPE: GRADE: **R60A**
Days: **Mon-Fri** Permanent: ☐ SALARY:
Hours: **8am-5pm** Temporary: ☐ Duration: $ **26,956.80** Per Annum
Part-Time: ☐ No. of Hrs/Wk: $ **12.96** Per Hour

DUTIES AND RESPONSIBILITIES:

Under direction of Civil Engineer and Program Manager, the incumbent coordinates and works with Safety of Dams Engineering and Maintenance crew in design activities; including, surveying, drafting and cost estimate of maintenance, rehabilitation and construction involving high significant hazard dams and related projects, directs the operation of video camera and crew to examine internal portions of dam outlet work, do inundation studies by using BOSS Dambreak Software and coordinate production of required maps for placement in Emergency Action Plans. Use AutoCAD and EaglePoint Software in producing topography and design drawings; do specialized hydraulic calculations, estimate, weights, volumes and quantities of construction material. Will be required to supervise, review work, and train Engineering Technicians in a variety of technical tasks. Coordinates with BOR and BIA representatives in developing long term data bases for monitoring system. Make recommendations to supervisor as to which maintenance operations should have priority and will inspect dams, instruments and monitoring devices. Prepare preliminary designs of projects and develop and implement Purchase Requisitions for various equipment and material needed for projects and monitor schedule of delivery of construction materials and equipment. May be required to attend in-service trainings, will adhere to safety regulations and attend staff meetings as needed. Under direction of Principal Engineering Technician; install computer software and hardware. Must be willing to travel long distance to complete projects.

QUALIFICATION REQUIREMENTS:
Education and Training:

High school diploma or GED; supplemented with experience in construction or two years of surveying and drafting.
Preferred: college level science and/or mathematics courses
Experience:

Two (2) years engineering technician work experience; or an equivalent combination of education, training, and experience, which provides the capabilities to perform the described duties.
(In order to receive full credit for education/training, applicant must submit copies of college transcripts, certificates, diploma, etc.)
Special Knowledge, Skills and Abilities:
Ability to check, evaluate and correct beginning levels of calculations. Ability to compile technical reports involving mathematical computations and to develop computer generated reports. Ability to work with networking, electronic and computers. Must be computer literate and able to work with Windows XP. Experience with AutoCAD, plotters, and engineering levels. Must have working experience with Leica Total Station (or equivalent) and GPS Surveying Equipment. Skill in surveying, drafting, elementary engineering, hydraulics, and soil mechanics. Skill in obtaining field data reducing notes, then related drawings. Skill in soil embankment construction and water resources as related to dams; also, skills in basic engineering and soil mechanics.

License/Certification Requirements:
Must possess a valid State Driver's License and obtain Navajo Nation Operator's Permit.

Veteran's 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***