

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

REQUISITION NO: DGS03611963

DATE POSTED: 05/23/16

POSITION NO: 240514

CLOSING DATE: OUF

POSITION TITLE: Aircraft Pilot

DEPARTMENT NAME / WORKSITE: DGS/Navajo Air Transportation Department/ Window Rock, AZ

WORK DAYS: Mon - Fri REGULAR FULL TIME:  GRADE/STEP: AC67A

WORK HOURS: 8am - 5pm PART TIME:  NO. OF HRS./WK.: \_\_\_\_\_ \$ 59,820.80 PER ANNUM

SEASONAL:  DURATION : \_\_\_\_\_ \$ 28.76 PER HOUR

TEMPORARY:

**DUTIES AND RESPONSIBILITIES:**

Performs preflight duties by inspecting air worthiness conditions, filing flight plans, route considerations, safe meteorological analysis and passenger safety conditions; prepares, reviews and files flight plans and schedules in accordance with Federal Aviation Administration (FAA) and/or local government regulations; operates aircraft in accordance to applicable regulations and procedures; performs post flight duties upon arrival at destination by securing aircraft, ensuring any maintenance is performed and refuels aircraft; ensures all freight is properly secured when transporting freight; may assist in flight office by scheduling flights; maintains logs; prepares required reports.

**QUALIFICATION REQUIREMENTS: (Education, Experience and Training)**

**Minimum Qualifications:**

Three (3) years paid experience in single and multi-engine aircraft operations, 4,000 hours as pilot-in-command and 2,000 hours multi-engine time.

**Preferred Qualifications:**

Five (5) years paid experience in single and mutli-engine aircraft operations, 5,000 hours as a pilot-in-command and multi-engine time.

**Special Requirements:**

Possess a valid FAA Commercial Pilot's license with single, multi-engine aircraft and instrument rating certification. A current Instrument Competency Endorsement, Federal Communications Commission (FCC) Radio Permit (restricted), a current Class II Medical Certificate and a valid state driver's license. Pass FAA mandated physical examination. Position may require additional licenses or certifications.

***(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 and ability to apply Federal Aviation Regulations to aircraft flight operations. Knowledge and ability to operate aircraft in instrument and visual meteorological conditions. Skill in safely piloting aircraft to and from destinations.

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