

THE NAVAJO NATION
Department of Personnel Management
JOB VACANCY ANNOUNCEMENT

REQUISITION NO: DOT1062590

Date Posted: 11/08/10

POSITION NO: 946297

Closing Date: 12/17/10

CLASS CODE: 3323

POSITION TITLE: Principal Engineering Technician

DEPARTMENT NAME: Navajo Division of Transportation/Planning

DEPARTMENT NO: 106 WORKSITE LOCATION: Crownpoint, New Mexico

WORKS DAYS/HOURS: POSITIVE TYPE: GRADE: N630A

Days: Monday-Friday

Permanent:

SALARY:

Hours: 8:00 AM to 5:00 PM

Temporary:

Duration: N/A \$ 33,737.60 Per Annum

Part-Time:

No. of Hrs/Wk: 40 \$ 16.22 Per Hour

DUTIES AND RESPONSIBILITIES:

Perform as an independent field principal engineering technician, incumbent will coordinate with the Bureau of Indian Affairs (BIA) Agency Road Engineer, state, district and county engineers in identifying transportation issues related to improvement of the Indian Reservation Road (IRR) system. Maintain IRR System inventory and continually update the inventory based on changing events and recommend changes to the section supervisor and Agency BIA Engineers. Conduct special studies in high traffic areas, employing computerized modules to facilitate input and immediate retrieval of multiple traffic data. Delineate average daily traffic, traffic volumes, directional traffic flow, percent of trucks, lane utilization critical congestion locations, vehicle travel time, etc. Gather traffic operational data by collecting: existing and available traffic counts and traffic projection data, existing and available functional classification data/plans, existing available data on school bus routes, mail routes and transit Routes. Recommend, plan and schedule road improvement projects resulting from comprehensive highway traffic and geometric facilities studies in concert with the BIA Road Engineers to the Agency Road Committee. Conduct highway geometric design facilities studies to establish the relative efficiency and utility of specific road and to disclose elements that require corrective treatment. Collecting existing and available data on special data on special routes/scenic byways/tourism, collect new traffic data to supplement existing information. Attend public forums and hearings; meet with appropriate federal, state, districts, counties and Navajo Nation Officials to inform, consult and/or make recommendations concerning highway facilities. To be responsible for all transportation traffic studies/planning activities for the Eastern Navajo Agency. Assist with developing annual/20-years transportation schedule; developing and maintaining reservation road project database (construction, project right-of-way status, related land use development information).

QUALIFICATION REQUIREMENTS:

Education and Training:

An Associate's Degree in Computer Science or related field; and

Experience:

Three (3) years of Senior Engineering Technician work experience, one (1) year of which must have been in a supervisory and/or management capacity; or an equivalent combination of education, training, and experience which provides the capabilities to perform the described duties. **(To receive full credit for education/training applicant, must submit copies of college transcript, degree, certificates, diploma, etc.)** Preferred: Five (5) years of technical and sub-profession engineering experiences.

Special Knowledge, Skills and Abilities:

Excel, Microsoft Access and ArcGIS is preferable. Knowledge of transportation engineering plans, maps, specifications, mathematics and report writing.

License/Certification Requirements:

Must possess a Valid Driver's License and Navajo Nation Vehicle Operator's Permit.

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