

MINING FINANCIAL ANALYST

DEFINITION: Under general direction, performs professional economic and financial analysis work of considerable difficulty with responsibility to review and recommend mining contracts and proposals; performs related work as assigned.

ESSENTIAL FUNCTIONS: This list is ILLUSTRATIVE ONLY and is not a comprehensive listing of all functions and tasks performed by incumbents of this class.

TASKS:

Reviews and provides recommendations regarding mining proposals, contracts, agreements and leases involving minerals and energy development projects; completes detailed financial analysis of mining contracts and provides financial alternatives; provides support data, financial analysis, and negotiation strategies to the Navajo Nation Energy Task Force (NNETF) for contract negotiations; provides forecasts and projections of the Nation's minerals derived revenues; studies movement of mining product from producing industry to consumer market; renders guidance and decision to bring optimum return for the Nation.

Monitors revenue streams during fiscal year and advises Navajo Nation of any anticipated fluctuations in projected revenues receipt; collects and analyzes the market forecast data periodically for energy and mineral revenues; organizes and compiles data related to minerals extraction and utilization industries; provides analysis and recommendations on proposed federal regulations regarding Indian mineral resources exploration and development; provides business related and technical expertise to the Navajo Nation.

KNOWLEDGE, SKILLS AND OTHER CHARACTERISTICS:

Knowledge of federal, state, and Navajo Nation laws, rules, and regulations related to mining and energy development contracts, agreements, leases and projects.
Knowledge of economic and financial analysis methods.
Knowledge of mining exploration and development.
Knowledge of computer hardware, software and peripherals.
Knowledge of economic forecasting measures.
Knowledge of contract negotiations.
Skill in analyzing legal mining proposals, contracts and agreement.
Skill in researching, analyzing and interpreting economic trends related to mining revenues.
Skill in developing supportive data, financial analysis, and economic trends to assist in contract negotiation.
Skill in utilizing verbal and written communication in the development of reports, recommendations and presentations.

PHYSICAL REQUIREMENTS AND WORK ENVIRONMENT: Work requires attention to detail.

MINIMUM QUALIFICATIONS: A Bachelor's degree in Mineral Economics or a closely related field; and three (3) years of progressively responsible Industrial and Minerals Economics analysis experience. Must possess a valid state driver's license.

Depending upon the needs of the Nation, some incumbents of the class may be required to demonstrate fluency in both the Navajo and English languages as a condition of employment.