

### **SENIOR PETROLEUM TECHNICIAN**

**DEFINITION:** Under general direction, performs journey level technical field inspection work involved in the conservation and production of petroleum resources owned by the Navajo Nation; inspects regulated oil and gas drilling and production operations in conjunction with federal and state surface management agencies; assures compliance with lease agreements, laws and regulations governing the production of oil and gas; 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:**

Conducts inspection of regulated oil and gas production operations on lands under the jurisdiction of the Navajo Nation; inspects the most sophisticated and complex features applied in the drilling and production of oil and gas; assures oil and gas operations and production activities are in compliance with lease agreements, approved plans, operating regulations and environmental laws; uses independent judgment in interpreting compliance with stipulated agreements; handles deviation from standard practices and resolves unfamiliar problems encountered; applies seasoned judgment where there is lack of specific guidance; provides supervisory guidance to other petroleum technicians of lower grade.

Initiates investigative measures on suspected pattern of non-compliance findings; issues citations for non-compliance; initiates follow-up inspections to determine compliance with written orders; points out violation and negotiates with industry representatives to come into compliance with agreements and laws regulating this type of industry.

Works in conjunction with federal and state personnel in the inspection and enforcement of laws and regulations pertaining to oil and gas production; checks production facilities to prevent oil and gas theft, monitors areas for undesirable events, spills and discharges; determines cause and initiates remedial action; where violations pose an imminent danger to life, health and safety of the public gives order to close operation; writes reports to substantiate findings, which may likely serve as a basis for administrative or legal action; explains compliance agreements and regulations with operating industry staff and the general public; and attends meetings.

#### **KNOWLEDGE, SKILLS AND OTHER CHARACTERISTICS:**

Knowledge of federal, state and Navajo Nation laws and regulations governing industrial drilling, production, sales and transportation of oil and gas.

Extensive knowledge of the industries drilling practices, procedures, testing, well casing and cementing and plugging operations.

Knowledge of the industries equipment utilization applied in the exploration and development of oil and gas resources.

Knowledge of occupational safety and health regulations and practices applied in the industry.

Knowledge of inspection and investigation techniques and practices.

Knowledge of computer hardware, software and peripherals including Geographical Information System (GIS) and Global Positioning System (GPS).

Knowledge of public relations and customer service practices and procedures.

Skill in interpreting federal, state and Navajo Nation laws and regulations.

Skill in monitoring and inspecting equipment used in the exploration, development and production of oil and gas.

Skill in enforcing compliance with Occupational Safety Health Act (OSHA), Environmental Protection Agency (EPA) and Department of Transportation (DOT) regulations.

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Skill in utilizing written and verbal communication in the presentation of technical information and reports.  
Skill in utilizing public relations techniques when responding to inquiries and complaints.  
Skill in establishing and maintaining effective working relationships.

**PHYSICAL REQUIREMENTS AND WORK ENVIRONMENT:** Work requires carrying 50 pounds of inspection, testing and protective apparatus equipment over rough terrain in all weather conditions with potential and continuous exposure to toxic fumes, chemicals, gases, high frequency noises, moving machinery and various high-pressure industrial equipment; exposure to major injury may occur.

**MINIMUM QUALIFICATIONS:**

- An Associate of Science, Associate of Arts or Associate of Applied Science degree with 23 credit hours in Math, Science or Business; and three (3) years of experience as a Bureau of Land Management certified Petroleum Engineering Technician.

**SPECIAL REQUIREMENTS:**

- Possess a Petroleum Engineering Technician Certification issued by the Bureau of Land Management.
- Possess a valid state driver's license.

**PEFERRED QUALIFICATIONS:**

- A Bachelor's Degree in Mathematics.
- Three (3) years of experience as a U.S. Bureau of Land Management certified Petroleum Engineering Technician.

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.