

GEOLOGIST

DEFINITION: Under general direction, performs professional work of considerable difficulty; serves as a geologic advisor; serves in the capacity of an authoritative source when consulted by other geologists, engineers, etc.; 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:

Provides expert advice and authoritative conclusions on complex and significant geological problems; serves as staff geologist on most engineering and watershed planning activities for the Navajo Nation; work produced affects the overall execution of program plans; modifies established geologic methods and procedures to accommodate changes.

Acts as a liaison with solid mineral exploration and development companies; identifies potential sites of future mineral exploration and development within the Nation; evaluates and recommends proposals submitted by industries for leasing, permitting or operation of solid minerals, oil and gas development projects; assists with exploration and feasibility studies for promotion of mineral development; works with mining engineer to record solid mineral royalty data for budgeting purposes.

Ensure payments are made in accordance with operating or leasing agreements; monitors approved exploration, development and solid mineral production operations; prepares geologic permit documents, mineral leases or permit assignments; drafts new exploration or operating agreements for director's review; expedites Nation approvals for department sponsored SAS packages; makes presentations before appropriate standing committee; compiles, studies and analyzes Nation's surface and subsurface geologic data related to potential economic mineral deposits; prepares technical maps, graphs, diagrams, reports and related material depicting geologic conditions; maintains and makes available materials for source of reference.

Provides technical assistance with geological feasibility studies; plans and designs economic evaluations related to mineral and petroleum exploration and development; interprets data obtained from electric and radioactivity logs to arrive at an advisable conclusion concerning the Nation's water wells; determines the wells productivity capacity, reservoir and extent; improves methods, equipment and techniques that aid in the discovery and recovery of the Nation's water surplus; monitors safety application and use of radiology equipment; recognizes radiological and physical hazards associated with radiology.

KNOWLEDGE, SKILLS AND OTHER CHARACTERISTICS:

Knowledge of geology methods and practices related to mineral exploration and a development.

Knowledge of economic and feasibility studies development.

Knowledge of federal, state and Navajo Nation laws, rules and regulations related to mining and energy development contracts, agreements, leases and projects.

Knowledge of research, analysis and interpretation of federal laws.

Knowledge of radiation protection standards including protective devices and methods appropriate to the radiation instrument used.

Knowledge of contract negotiations.

Skill in analyzing legal mining proposals, contracts and agreements.

Skill in developing supportive data, financial analysis and economic trends to assist in contract negotiation.

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Skill in verbal and written communication.

Skill in utilizing public relations techniques in responding to inquiries and complaints.

Skill in establishing and maintaining effective working relationships.

PHYSICAL REQUIREMENTS AND WORK ENVIRONMENT: Work requires traveling for site inspection of mining and drilling sites with potential exposure to extreme temperatures, toxic gases, fumes and chemicals.

MINIMUM QUALIFICATIONS:

- A Bachelor's of Science degree in Geology; and four (4) years of progressively responsible petroleum and mineral exploration.

PREFERRED QUALIFICATIONS:

- A Master's degree in Geology.

SPECIAL REQUIREMENTS:

- 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.