

**PETROLEUM ENGINEER**

**DEFINITION:** Under general direction, performs professional work in petroleum engineering of moderate difficulty; serves and provides expertise in oil and gas exploration, development, valuation, recovery, production and protection; assignments require application of sound judgment of conventional aspects of the petroleum engineering field; 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:**

Independently develops approaches and solutions to problems associated with petroleum engineering; consults supervisor on controversial engineering policy questions; assists and provides technical support in the management, recovery, production, conservation, storage, inspection, and protection of the Nation's petroleum and oil resources; provides expert knowledge and assistance in the development of technical information on the Nation's unexplored and existing oil and gas deposits and reserves; researches and determines their potential and overall value to industry standards as it relates to the economy; researches, determines, and establishes fair market value to obtain highest optimum return for the Nation; advises supervisory staff and/or decision makers in revenue negotiations.

Assists in the projection of revenues generated from oil and gas operations; determines and advises on shortfalls and/or potential increase in revenue; explores and predicts life of oil and gas reserves; provides recommendations where policy matters become a major issue; conducts investigations and prepares reports on complex and sensitive issues; investigates and refers controversial technical issues where major economic, social and political activities deviate and impact the Nation's oil and gas revenue generating activities; reviews and recommends approval for oil and gas pipeline right of ways; maintains automated computer records of oil and gas production and sales; tracks revenue from oil and gas operations; reviews and recommends approval of applications for oil and gas lease assignments; provides revenue projections.

**KNOWLEDGE, SKILLS AND OTHER CHARACTERISTICS:**

Knowledge of petroleum engineering methods and practices as related to the recovery, production, valuation, inspection and protection of Navajo oil and gas resources.

Knowledge of federal, state and Navajo Nation laws, rules and regulations related to the drilling, production, and transportation of oil and gas.

Knowledge of accounting principles and practices to accurately manage and track revenues generated from sales of oil and gas.

Knowledge of economic principles and practices to successfully develop and assess fair market data to obtain optimum revenue return for the Navajo Nation.

Knowledge of economic forecasting measures and methods.

Knowledge of occupational safety and health regulations and practices.

Knowledge of environmental safety and protection regulations.

Knowledge of inspection and investigation techniques and methods.

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

Skill in written and verbal communication.

Skill in monitoring and inspecting drilling, production and transportation of oil and gas.

Skill in maintaining accurate records and reports related to inspections and investigations.

Skill in gathering, researching, analyzing and interpreting technical data and drawing valid conclusions.

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Skill in establishing and maintaining effective working relationships.  
Ability to apply sound professional judgment in rendering opinion and recommendations as an expert petroleum engineer.

**PHYSICAL REQUIREMENTS AND WORK ENVIRONMENT:** Work requires occasional field work carrying 50 pounds of inspection, testing, and protective apparatus equipment over rough terrain in all weather conditions with potential exposure to toxic fumes, chemicals and gases.

**MINIMUM QUALIFICATIONS:** A Bachelor's degree in Petroleum Engineering; and two (2) years of oil and gas exploration, development and valuation experience; or a Master's degree in Petroleum Engineering; and one (1) year of oil and gas exploration, development and valuation experience.

**SPECIAL REQUIREMENTS:** Must possess a valid state driver's license. Within 90 days of employment must obtain a Navajo Nation Vehicle Operator's Permit.

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.