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Ajumawi • Aporige • Astariwi • Atsugewi • Atwamsini • Hammawi • Hewisedawi • Illmawi • Itsatawi • Kosalektawi • Madesi

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Mickey Gemmill Jr. Tribal Chairperson	Lawrence Cantrell Tribal Vice Chairman	Faith Santillan Tribal Secretary	Brandy McDaniels Tribal Treasurer	Charles White Tribal Administrator
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The Pit River Tribe is a Tribe comprised of eleven (11) autonomous bands that since time immemorial have resided in the area known as the 100-mile square, located in parts of Shasta, Siskiyou, Modoc, and Lassen Counties in the State of California.

**Position:** Civil Engineer II  
**Department:** Roads  
**Position Information:** Full Time-Permanent  
**Salary Range:** \$78,440-87,130 Per Year  
**Duty Location:** Burney, California

### Position and Location

The Pit River Tribe Roads Department is soliciting applications for a Civil Engineer II to survey, design, and provide project management of a range of roads, bridge, and trail projects from conception through to completion. The location of various projects will be within the Tribe's 100-mile square area.

### Requirements

Designs and supervises construction projects such as bridges, channels, roads, and trails. Responsibilities also include estimating costs and personnel and material needs, preparing proposals and establishing completion dates. Requires a bachelor's degree in engineering and 2-4 years of experience in the field or in a related area. Familiar with standard concepts, practices, and procedures. Relies on experience and judgment to plan and accomplish goals. Performs a variety of tasks. Works under general supervision. A certain degree of creativity and latitude required. Typically reports to the Roads Coordinator. Familiar with AutoCAD, Civil 3D or similar, GPS/GIS. Proficiency in site layout, grading, utility design, erosion control, regulatory approvals, etc. Project management and supervision skills. Strong communication and interpersonal skills. License of professional engineering and currently licensed in the State of California. BS/MA in Civil Engineering. Valid California Driver's License. Able to travel to project sites, training and/or meetings. Submit to a pre-employment drug test. Six-month probationary period.

### Summary of Duties:

Plan, manage, survey, design, develop, create and maintain small-scale through to large-scale construction projects in a safe, timely and sustainable manner. Conduct on site investigations and analyze data (maps, reports, tests, drawings and other). Carry out technical and feasibility studies and draw up blueprints that satisfy technical specifications. Assess potential risks, materials and costs. Provide advice and resolve creatively any emerging problems/deficiencies. Oversee and mentor staff and liaise with a variety of stakeholders. Handle over the resulting structures and services for use.

Monitor progress and compile reports in project status. Assist in management of the budget. Purchase equipment/materials. Comply with guidelines and regulations including permits, safety, etc. and deliver technical files and other technical documentation as required. Responds to emergencies as directed and performs tasks in the interest of public safety and property protection during emergencies.

Indian Preference: Preference will be given to qualified Native American's under the Federal Indian Preference Act (43 CFR 17.3 (d)). Applicants claiming Indian Preference must submit verification of Indian certification by tribe or affiliation or other acceptable documentation of Indian heritage.

Knowledge of Pit River Tribe: this position requires an awareness and deep appreciation of the Pit River Tribe Indian Tradition, customs and socioeconomic need. It requires the ability at all times, to meet and deal effectively in contacts with Indian people and organizations. This requires tact, courtesy, confidentiality, discretion, resourcefulness and good judgment in handling sensitive issues.

Other duties as assigned: The Pit River Tribe (PRT) position description is a management tool to help organize duties and provide employees with the employer's expectations with regard to the specific job classification. The duties listed are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is a reasonable assignment for the position.

If you are invited for an interview-please provide a list of three professional references with email, and current contact information.

**Questions Contact: Human Resources Department 36970 Park Avenue Burney, California 96013 (530)335-5421 ext.1208 (530)335-3140 Fax HR@pitrivertribe.org <http://pitrivertribe>**

**Position Posted: June 6, 2018**  
**Posting ends: June 20, 2018**

**All applications due by 5:00pm June 20, 2018**