



# Yurok Tribe

## Job Description

<b>JOB TITLE:</b>	Environmental Technician-Water		
<b>JOB GRADE:</b>	3/4/5	<b>REPORTS TO:</b>	Water Division Manager
<b>STATUS:</b>	Non-Exempt	<b>LOCATION:</b>	Klamath/Weitchpec
<b>DEPARTMENT:</b>	Environmental Department	<b>DIVISION:</b>	Natural Resources
<b>ALL HIRING IS SUBJECT TO THE YUROK TRIBE'S HIRING PREFERENCE</b>			
<b>SALARY RANGE:</b>	\$17.04/\$18.15/\$18.78		

### **POSITION SUMMARY:**

Under the general guidance and supervision of the Environmental Program Specialist, the incumbent helps organize and conduct environmental assessments and monitoring for the Yurok Reservation for one or more of the categorical programs. Conducts fieldwork, performs research, analyzes, and interprets data relating environmental conditions on the Yurok Reservation. May be assigned to specific categorical program activities such as air quality, solid waste, water quality, wetlands, or other environmental health functions; assists in the preparation of grant applications to address other program needs specific to the environmental assessment and management function for the Tribe. This position will focus on work within the Environmental Department's Water Program.

### **DUTIES AND RESPONSIBILITIES:**

1. Collects data in the Klamath Basin and Yurok aboriginal territory and interprets data in formulating assessments about specific environmental conditions on the Yurok Reservation.
2. Performs technical field work in support of an assessment of environment conditions on the Yurok Reservation in one or more EPA categorical program areas.
3. In cooperation with other program staff, conducts field surveys and investigations on the reservation related to the functional environmental programs' areas.
4. May act as liaison on specific environmental program matters with other agencies, departments, or planning sections at the direction of the Environmental Program Coordinator.
5. Maintains condition and inventory of YTEP field equipment, and department vehicles.
6. Attending training in various environmental program areas.
7. May be assigned other duties as required to meet the needs of the organization.
8. Maintains environmental monitoring and office equipment.
9. Maintains department facilities and vehicles.
10. Performs other related duties as assigned.

### **EDUCATION/EXPERIENCE:**

1. Grade 3: High school diploma or equivalent (GED) is required.
2. Grade 4: Highschool diploma or GED with one year specified experience.
3. Grade 5: Highschool diploma or GED with two years specified experience.
4. Employees must be willing to acquire any special certifications or attend any training that is determined to be relevant or becomes required of the position in the future.
5. Candidates with equivalent combinations of education, training and experience will be considered.

### **SUPERVISORY RESPONSIBILITIES:**

This is not a supervisory position.

**MINIMUM QUALIFICATIONS:**

1. Able to prepare clear, concise, and complete technical documents, reports, and other written materials.
2. Demonstrated ability and willingness to carry out technical field work in support of program goals and objectives or in investigating potential environmental impacts.
3. Skill and experience in functioning as a member of a technical workgroup or in a multi-disciplinary team environment.
4. Able to exercise sound independent judgment within established guidelines and protocol.
5. Must be willing to travel frequently on the remote areas of the Yurok Reservation.
6. Must be willing to attend evening or weekend meetings as required.
7. Must have or be able to obtain HAZWPPER within 90 days of hire.
8. Recognition that in order to serve Yurok People one must know as much as possible about Yurok history, culture and values.

**CONDITIONS OF EMPLOYMENT:**

1. All applicants are subject to the Tribe’s Drug and Alcohol Policy including pre-employment screening.
2. Valid state issued driver’s license and/or the ability to obtain a California or Oregon driver’s license. Must be insurable on the Tribe’s insurance policy.
3. Must pass a background investigation and fingerprint clearance.

**LANGUAGE SKILLS:**

Must have the ability to read, write and comprehend simple instructions, short correspondence, and memos. With ability to effectively present information in one-on-one and small group situations to customers, clients, and other employees of the organization. Knowledge of Yurok language is preferred but not required.

**REASONING ABILITY:**

Apply common sense understanding to carry out instructions furnished in written, oral and/or diagram form. With ability to deal with problems involving several concrete variables in standardized situations.

**PHYSICAL DEMANDS:**

While performing the duties of this job, the employee is frequently required to walk, stand, use hands and fingers, handle, or feel. Employee will have prolonged periods sitting at a desk and working on a computer. The employee must occasionally lift and/or move up to 50 pounds.

**VISION REQUIREMENTS:**

1. Close vision (clear vision at 20 inches or less).
2. Color vision (ability to identify and distinguish colors).
3. Depth perception (three-dimensional vision, ability to judge distances and spatial relationships).
4. Ability to adjust focus (ability to adjust the eye to bring an object into sharp focus).

I, \_\_\_\_\_, (print name), acknowledge receiving a copy of this job description and understand the requirements. I also understand that, as an employee, I am expected to perform my assigned duties, to read and abide by all Yurok Tribal laws, policies and procedures, vehicle usage, procurement, and any additional guidelines set forth by the Yurok Tribe. I understand that any violations of all established policies and

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procedures may lead to disciplinary measures, up to and including termination. I understand that the Yurok Tribe is committed to the philosophy that employment relationships are both personal and voluntary. Accordingly, employment at the Yurok Tribe has no specific duration, and either the employee or the Yurok Tribe can terminate the employment relationship for any reason or no reason. This “at will” relationship exists between the Tribe and all employees.

\_\_\_\_\_  
Employee Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Employee #

\_\_\_\_\_  
Supervisor Signature

\_\_\_\_\_  
Date

