



COLORADO RIVER INDIAN TRIBES

Human Resources

.26600 MOHAVE RD.

PARKER, ARIZONA 85344

(928) 669-1320 • Fax (928) 669-5263

Eldred Enas, Chairman

JUNE 19, 2012

#60-12

VACANCY ANNOUNCEMENT

DEPARTMENT: MUSEUM
JOB TITLE: ARCHAEOLOGICAL COMPLIANCE TECHNICIAN
SALARY: D.O.E.
CLOSING DATE: OPEN UNTIL FILLED

DUTIES:

This position is supervised by and reports directly to the Museum Director. The Archaeological Compliance Technician (ACT) implements and coordinates activities relating to the archaeological walk over requirements in the CRIT Land Code and established Tribal policies. The ACT must create and maintain files, maps and working records for all activities. Duties may also include primary research, scheduling, planning, preparation, coordination and execution of walk over responsibilities, archaeological mitigation measures and site observation. The ACT must also prepare reports and/or may attend meetings related to these activities and duties. The ACT may supervise other assigned employees when required in the execution of particular projects. Perform other duties as assigned or needed by the Director.

REQUIREMENTS:

Must have a High School diploma or G.E.D. Some college level coursework in anthropology or related studies is preferred. Must have at least one (1) year of administrative experience and some experience interpreting maps, performing walk overs, conducting research and other duties required. Applicant must demonstrate from previous work experiences the ability to pay attention to detail and have a sense of organization. Applicant must have a pleasing personal demeanor and able to work well with the public. Applicant must be able to effectively communicate through verbal and written communication. Must be able to type at least 40 wpm and utilize computer programs such as Microsoft Word and Microsoft Excel. Applicant must be able to follow a regular work schedule and complete assignments

within an allotted time frame. Regular work attendance is required. Applicant must have a valid Driver's License. Pre-employment drug screening is required.

APPLY:
COLORADO RIVER INDIAN TRIBES HUMAN RESOURCE DEPARTMENT
26600 MOHAVE ROAD
PARKER, ARIZONA 85344

For Employment Application visit: <http://www.crit-nsn.gov>

INDIAN PREFERENCE: Under the Title VII of the Civil Rights Act Sections 701(b) and 703(i) explicitly exempts from coverage the preferential employment of Indian-by-Indian Tribes. Therefore, C.R.I.T. acknowledges and extends preferential treatment to enrolled C.R.I.T. members who qualify toward all employment opportunities otherwise; C.R.I.T. does not discriminate against employees or applicants based on race, color, sex, religion or national origin.

C.R.I.T. offers: Health and Life Insurance, Paid Holidays, Sick and Annual Leave and Pension Plan.