

From: "Nancy J. Nelson" <njnelson@ak-chin.nsn.us>

Subject: Job Opening at the Ak-Chin Indian Community

**AK-CHIN INDIAN COMMUNITY**

Human Resources

42507 W. Peters & Nall Road

Maricopa, Arizona 85239

Telephone: 520.568.1050

Fax: 520.568.1051

Job Announcement: #ACIC-05-19a

Job Title: Cultural Resources Technician II

Salary: \$13.34-\$18.01 per hour

Reports to: Cultural Resources Manager

Supervises: Not a supervisory position

Summary: Under general supervision, monitors subsurface construction projects on Community lands, conducts archeological surveys and cultural investigations to ensure the protection, preservation and perpetuation of Ak-Chin cultural resources. This is treated as a FLSA non-exempt position.

Minimum Qualifications: Successful work experience as a Cultural Resources Technician I or relevant cultural resources management work, training or internship for two years or successful completion of an archaeology field school and a Bachelor's degree in Anthropology with an emphasis in Archaeology. If selected for an interview, applicant will be asked to submit proof of driving record from the Department of Motor Vehicles for the past 60 months. Hiring preference will be given to qualified Indian applicants in accordance with Indian Preference (Title 25, U.S. Code, Section 472 and 473). Within the scope of Indian Preference, all candidates will receive consideration without regard to race, color, sex, age, disability, religion, national origin, or other non-merit factors. Applicants wishing to claim Indian Preference must submit a Certificate of Indian Blood at the time of application.

## Duties and Responsibilities:

1. Conducts archeological field surveys, monitors subsurface construction projects on Community lands and surveillance of the Community's cultural places.
2. Researches Tribal and Federal records
3. Conducts interviews with Elders of the Ak-Chin Indian Community.
4. Verifies archeological sites identified and reported by Community members, farm workers, and/or construction workers.
5. Provides archaeological and cultural resource management services to the Community.
6. Reviews cultural preservation projects
7. Ensures compliance with Community laws, the National Historic Preservation Act (NHPA), Archaeological Resources Protection Act (ARPA), Native American Graves Protection and Repatriation Act (NAGPRA) and National Environmental Policy Act (NEPA).
8. Performs/oversees excavation under controlled scientific conditions.
9. Preserves artifacts on sites identified for development.
10. Reviews all related literature.
11. Attends training and seminars
12. Prepares archaeological reports.
13. Conducts investigations of archaeological crimes and works with Federal agencies to assist in presenting technical evidence at hearings and court trials.
14. Performs other work-related duties as assigned.

## Other Requirements:

Knowledge of applicable Community laws, Federal (NHPA, ARPA, NAGPRA & NEPA), State and County rules, regulations and codes.

Knowledge of O'odham customs and practices.

Knowledge of archaeological methodology.

Knowledge of archaeological investigation principles and practices.

Knowledge of archaeological site preservation techniques and practices.

Knowledge of record keeping/file maintenance principles and practices.

Knowledge of research principles and practices.

Skill in researching possible archaeological sites on Community lands.

Skill in reading maps and following verbal directions to remote archaeological/historical sites.

Skill in on-site reviewing and recording of reported archaeological sites.

Skill in excavating/investigating archaeological sites using a variety of tools and equipment.

Skill in preparing artifacts for preservation ...

Skill in using customer service/public relations techniques in responding to inquiries and complaints.

Skill in establishing and maintaining effective working relationships with Federal and State agencies, other archaeological/cultural preservation professionals, Community Council, Community members, co-workers, and the general public.

Ability to be physically able to conduct archaeological surveys, stand for long periods of time, and work in all environmental conditions.

Ability to work as a team member.

Closing Date: Open Until Filled. To be considered for this position, please submit a complete and signed Ak-Chin Indian Community application (resume optional) to:

Human Resources Director  
Ak-Chin Indian Community  
42507 W. Peters and Nall Rd.  
Maricopa, AZ 85239

Email: <mailto:resumes@ak-chin.nsn.us>

Website: <http://www.ak-chin.nsn.us>

Faxed and late applications will not be considered.

The Ak-Chin Indian Community is a smoke-free and drug-free workplace.

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Thank you.