



Confederated Tribes of the Colville Reservation

Human Resources Office P.O.Box 150 Nespelem, WA 99155
(800) 506-9434 (509) 634-2843 Fax (509) 634-2864 www.colvilletribes.com

POSITION: History/Archaeology Technician I-V (Seasonal)
SALARY: \$10.10 - \$23.16 per hour, DOE, less 5% during probation
REPORTS TO: Project Director
LOCATION: History/Archaeology, Nespelem, Washington

BASIC FUNCTIONS: The incumbent of this position participates on crews conducting archaeological fieldwork (i.e. survey/inventory, evaluative testing, and mitigation/treatment activities) and subsequent lab work on a project-by-project basis. The incumbent works under close supervision of experienced and qualified professional archaeologists, receiving in-field training in appropriate archaeological methods and techniques. The incumbent will assist in pre-field activities, participate on crews during fieldwork, and assist with post-field data processing, and other tasks/activities as supervisors identify that contribute to the program. The incumbent should be interested in and willing to learn all cultural resources management. Additional duties may include traditional cultural property and collection tasks. Will work with Tribal Elders, professional archaeologists and other professional staff conducting research and will be expected to maintain professional manner at all times. *All work is dependent upon federally funded contract with no guarantee of continuous employment.*

MINIMUM QUALIFICATIONS (Education and Training):

TECHNICIAN I:

- High School Diploma or GED.
- Six (6) months of combined education and work experience demonstrating the ability to perform the duties of the position.

These requirements are in addition to those of the Technician I:

- Must demonstrate familiarity with Section 106 of National Historic Preservation Act as described in 36CFR800.
- Demonstrated knowledge of the methods, principles, and Techniques associated with the archaeological professional and experience conducting various CRM tasks, i.e., inventory, evaluation and artifact processing.
- Demonstrated familiarity with Columbia Plateau region cultural resources.
- Demonstrated familiarity with Global Positioning System (GPS) technology.
- Experience with computer operations and associated software, i.e., Microsoft Word, Excel, Access, and Trimble Pathfinder.

TECHNICIAN II:

- High School Diploma or GED.
- Associate's Degree; **AND** six (6) months of work experience; **OR**
- Thirty (30) months of work experience in a tribal cultural resources program, preferred.

TECHNICIAN III:

- High School Diploma or GED.
- Bachelor's Degree in History, Anthropology, Archaeology, Indian Studies or a closely related field; **OR**
- Associate's Degree in the above mentioned field; **AND** twenty-four (24) months of work experience; **OR**
- Forty-eight (48) months of work experience in a tribal cultural resources program, preferred.

TECHNICIAN IV:

- High School Diploma or GED.
- Bachelor's degree in History, Anthropology, Archaeology, Indian Studies, or a closely related field; **AND** twelve (12) months of work experience in a tribal cultural resources program; **OR**
- Associate's Degree in the above mentioned field; **AND** thirty-six (36) months of work experience in a tribal cultural resources program; **OR**

TECHNICIAN IV, cont.:

- Twenty-four (24) months work experience at the Technician III level; **OR**
- Sixty (60) months of work experience in a tribal cultural resources program.

TECHNICIAN V:

- High School Diploma or GED.
- Bachelor's Degree in History, Anthropology, Archaeology, Indian Studies, or a closely related field; **AND** twenty-four (24) months of work experience in a tribal cultural resources program; **OR**
- Associate's Degree in the above mentioned field; **AND** forty-eight (48) months of work experience in a tribal cultural resources program; **OR**
- Twenty-four (24) months work experience at the Technician IV level; **OR**
- Seventy-two (72) months work experience in cultural resource management (CRM).

These requirements are required of all Technician levels:

- Must possess a valid State Driver's License and be eligible for the Tribes' vehicle insurance.
- Must be able to maintain STRICT confidentiality standards.
- Must be willing to become a certified boat operator for reservoir fieldwork.
- Must exhibit professional behavior during encounters with tribal employees and other agency staff.
- Proven ability to work under STRICT deadline requirements.
- Must be willing to work in occasionally strenuous working and weather conditions.
- Must possess the ability to lift a minimum of 40 pounds.
- Must have appropriate fieldwork attire (hat, gloves, work boots, etc.)
- Must be willing to work extended hours and non-standard work schedule, i.e., 10 days on, 4 days off.
- Must be comfortable in the presence of human remains.
- Must have a history of good work attendance and have reliable transportation.
- Must be willing to travel out of the area for overnight stays as work dictates.
- Elder respect is paramount, must demonstrate experience in treating tribal elders appropriately; public criticism or contradiction of elders will not be tolerated.
- Must have the ability to get along with co-workers and take direction from supervisors.

RECRUITING INDICATORS (Knowledge, Skills, and Abilities):

- Must demonstrate knowledge in the history of the Confederated Tribes of the Colville Reservation.
- Demonstrated knowledge in the geography in the Upper Columbia River.
- Skills in the use of computers and associated software, i.e., Microsoft Office, Word, Excel, Access.
- Ability to produce spreadsheets in excel or a database.
- Ability to use computer graphics.
- Ability to use hand tools, i.e., Shovels, Trowels Hatchet, and Clippers.
- Ability to perform standard field techniques associated with survey and excavation.
- Must demonstrate strong writing abilities and verbal communication skills.

TRIBAL MEMBER AND INDIAN PREFERENCE WILL APPLY; PREFERENCE WILL ALSO BE GIVEN TO HONORABLY DISCHARGED VETERANS WHO ARE MINIMALLY QUALIFIED WITHIN EACH INDIAN PREFERENCE CODE.

CLOSING DATE: **Open Until Filled**, however, for review of first round of applicants, applications and supporting documents **MUST** be received in the Human Resources Office by, **4:00 p.m., Friday, February 27, 2009**, or be postmarked by that date.

INFORMATION: Confederated Tribes of the Colville Reservation
Human Resources Office
P. O. Box 150
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(509) 634-2844

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