



The Klamath Tribes

501 Chiloquin Blvd/P.O. Box 436
Chiloquin, Oregon 97624

Phone: (541) 783-2219
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OPEN: 04/15/21
CLOSE: 05/06/21

EXEMPT
NON-EXEMPT

POSITION DESCRIPTION

POSITION: HYDROLOGIC TECHNICIAN III

RESPONSIBLE TO: Hydrologist

SALARY: GS-7 \$34,137 - \$44,371 Annual/Full Benefits
GS-8 \$37,810 - \$49,615 Annual/Full Benefits
GS-9 Full Benefits (requires 10+ years of tribal service)

CLASSIFICATION: Non-Management, Regular, Full-time

FRRR CLASSIFICATION: This position is considered fully classified for Klamath Tribal members in accordance with the *Klamath Tribes Administration Policies & Procedures Reporting and Recordkeeping for Fishing Rights-Related Activity*.

LOCATION: Klamath Tribes Research Station
Aquatic Resources Department
5671 Sprague River Hwy.
Chiloquin, OR 97624

BACKGROUND: N/A

POSITION OBJECTIVES

The primary purpose of this position is to support the Hydrologist by working independently and as part of a team performing field data collection tasks to develop scientific information regarding the movement and condition of water.

The Hydrologic Technician III will measure and monitor surface water and ground water flows, levels, and conditions, and integrates these data into scientific endeavors to restore and maintain aquatic ecosystems and regulatory processes designed to protect the Klamath Tribes' water rights. Other duties include establishing and maintaining a network of gauges providing continuous measurements of water flow, level, and condition in rivers, streams, springs, lakes, marshes, and shallow ground water.

This position is grant-funded and continuation of this position is dependent upon ability to secure additional funding.

MAJOR DUTIES AND RESPONSIBILITIES

1. Establish and maintain a network of continuous gauges measuring water flow, water level, shallow groundwater levels and flow, and other pertinent parameters (e.g. temperature, turbidity, etc.), following US Geological Survey standards or the equivalent.
2. Write standard operating procedures for establishing and maintaining gauges, for quality assurance and quality control (QA/QC) of data generated, and for publishing and managing final data sets.
3. Purchase, safely operate, maintain, and repair gear and equipment necessary for sampling and data collection.
4. Coordinate implementation of field surveys with collaborating agencies and organizations.
5. Enter, edit, update, and graph field and laboratory data.
6. Produce maps to assist with research efforts using ArcGIS.
7. Prepare written reports about and present on completed research and analysis.
8. Exercise the full range of supervisory duties for assigned staff. Perform overall work planning, establish work schedules and priorities, and assign and review work. Discuss, in person, the progress of the work and problems areas as they may arise. Recommend employee status and other personnel changes, approve leave, evaluate performance, identify training needs, and ensure that training opportunities are provided. Resolve complaints or minor grievances, and advise employees on matters related to less than satisfactory performance. Keep employees informed of management policies and goals.
9. The incumbent will be called upon to accomplish other tasks within their scope of work.

SUPERVISORY CONTROLS

The Hydrologic Technician III is directly supervised by the Hydrologist. The supervisor outlines the overall Tribal and project objectives and priorities, timelines and financial resources available. This position is expected to work independently, using professional

knowledge and judgment in ensuring that duties and responsibilities are carried out in a safe, timely manner and that policy and procedures are followed. The employee plans and schedules recurring work, handles problems and completes work using own initiative, exercising judgment according to training, experience, and instructions. Work is reviewed for compliance with policy, procedures, and goal attainment.

The Hydrologic Technician III will supervise staff necessary to accommodate project-specific assignments in accordance with policies and procedures adopted by The Klamath Tribes

KNOWLEDGE, SKILLS, ABILITIES

Knowledge and ability to establish and maintain surface water and ground flow, level, and related gauges to ensure accurate measurements, and to manage and maintain resulting data sets.

Ability to collect and compile data accurately and efficiently while being detail oriented, thorough, and staying organized.

Ability to follow and write procedures for data quality assurance and quality control (QA/QC) and ability to identify aberrant or erroneous data.

Skilled user of Microsoft Office products, especially Word, Excel, PowerPoint, and Access.

Ability to effectively communicate both, orally and in writing.

Knowledge of hydrologic principles as they relate to aquatic ecology, riparian plant ecology, limnology, and ecosystem restoration.

Ability to collaborate effectively with other scientists, interact with people of diverse backgrounds in a professional manner, using tact, diplomacy, and mature judgment while pursuing tribal interests.

Ability to perform work and accomplish tasks in accordance with established policies, procedures, practices, and priorities of the Aquatic Resources Department. This includes the ability to plan and organize work using one's own initiative and to seek information and assistance from other sources as necessary to meet program goals and deadlines.

Ability to supervise field staff, including day to day work schedules and setting medium and long-term goals.

Ability to work an irregular schedule, including evenings and weekends, and as dictated by weather conditions and deadlines.

Ability to work outside in stream and lake environments in adverse weather conditions and rugged terrain for extended periods of time. Ability to hike off trail for long distances while carrying sampling equipment. Ability to perform tasks which require bending, lifting, stretching, and stooping.

Ability to safely navigate and operate vehicles in adverse weather conditions and on rugged roads and water craft (canoe, drift boat, jet boat, Boston Whaler, etc.) on rivers and lakes in challenging conditions (high winds, large waves, shallow water, etc.).

Must be willing and able to work irregular hours in extreme weather conditions for extended periods of time.

Must be dependable, responsible, highly motivated, and willing and able to work independently and as part of a team.

QUALIFICATIONS, EXPERIENCE, EDUCATION

Minimum Qualifications: *Failure to comply with minimum position requirements may result in termination of employment.*

- **REQUIRED** to possess a Bachelor Degree in Hydrology, Environmental Science, Soil Science, Geology, or closely related field. *(Must submit copy of diploma or transcripts with application.)*
- **REQUIRED** to have at least two years of experience conducting field surveys while following detailed measurement procedures or monitoring protocols.
- **REQUIRED** to have at least one year experience monitoring stream and aquatic conditions.
- **REQUIRED** to be proficient in the use of computers for a variety of tasks including: general computing using Microsoft Office (e.g. spreadsheets, documents, presentations, etc.); general understanding of and mapping experience with ArcGIS.
- **REQUIRED** to possess and maintain a valid Oregon Driver's License, (out of state applicants must receive ODL within 90 days of hire), have good driving record and be insurable by The Klamath Tribes' vehicle insurance policy. *(Must submit copy of driver license with application.)*
- **REQUIRED** to submit to and clear an alcohol/drug screen and random testing as per policy.
- **REQUIRED** to accept responsibility of a mandatory reporter in accordance with the Klamath Tribes Juvenile Ordinance Title 2, Chapter 15.64 and General Council Resolution #2005 003, all Tribal staff are considered mandatory reporters.

Preferred Qualifications:

- Ability able to operate power boats and obtain an Oregon Boater Education Card.
- Report writing experience.
- Analysis experience using statistical software (e.g. R, Systat, SAS, or the equivalent).
Ability to supervise field crews

INDIAN PREFERENCE

Indian and Tribal Preference will apply, as per policy. (*Must submit tribal documentation with application to qualify for Indian Preference*).

ACKNOWLEDGEMENT

This position description is intended to provide an overview of the requirements of the position. It is not necessarily inclusive and the job may require other essential and/or non-essential functions, tasks, duties, or responsibilities not listed herein. Management reserves the sole right to add, modify, or exclude any essential or non-essential requirement at any time with or without notice. Nothing in this job description, or by the completion of any requirement of the job by the employee, is intended to create a contract of employment of any type.

APPLICATION PROCEDURE

Submit The Klamath Tribes ***Application for Employment*** with all requirements and supporting documentation to:

**The Klamath Tribes
ATTN: Human Resource
P.O. Box 436
Chiloquin, OR 97624**

IT IS THE RESPONSIBILITY OF THE APPLICANT TO PROVIDE SUFFICIENT INFORMATION TO PROVE QUALIFICATIONS FOR TRIBAL POSITIONS.

Please Note: If requirements are not met, i.e., submission of a resume in lieu of a tribal application or not including a required certification, your application will not be reviewed and will be disqualified.

Indian Preference will apply. In accordance with Klamath Tribal policy, priority in selection will be given to qualified applicants who present proof of eligibility for "Indian Preference".

Applications will not be returned.

EMPLOYEE ACKNOWLEDGEMENT:	
I have reviewed this position description and have been provided a copy. I understand that The Klamath Tribes reserves the sole right to modify this position description at any time, with or without notice.	
Employee (printed name)	Employee (signature)