



## The Klamath Tribes

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

Phone: (541) 783-2219

HR Fax: (541) 783-2836

OPEN: 10/17/23  
CLOSE: 10/31/23

EXEMPT \_\_\_\_\_  
NON-EXEMPT  X

### POSITION DESCRIPTION

**POSITION:** HYDROLOGIC TECHNICIAN I

**RESPONSIBLE TO:** Hydrologic Technician III

**SALARY:** Step Range: 13-23; Full Benefits  
Salary Range: \$39,294 - \$52,808  
Hourly Range: \$18.89 - \$25.39

**CLASSIFICATION:** Non-Management, Regular, Full-time

**FRRA 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:** The Klamath Tribes Ambodat Department  
Sprague River Water Quality Lab  
5671 Sprague River Highway  
Chiloquin, OR 97624

**BACKGROUND:** N/A

### POSITION OBJECTIVES

The primary purpose of this position is to support the Hydrologist by working as part of a team performing field data collection tasks to develop scientific information, regarding the movement and condition of water, especially as it relates to aquatic ecosystem functions and Klamath Tribes' water rights.

The Hydrologic Technician I will measure and monitor surface water flows, levels, and conditions. Other duties include monitoring and maintaining a network of gauges providing continuous measurements of conditions 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. Use a variety of equipment to collect hydrological field data from the Klamath Marsh, Wood, Williamson, Sprague, and Sycan Rivers, and other areas as needed. Field sampling will frequently occur during adverse weather conditions.
2. Assist with entering, editing, updating, and graphing flow data, following established data entry and data QA/QC protocols.
3. Follow all QA/QC procedures for field sampling programs.
4. Purchase, safely operate, maintain, and repair gear and equipment necessary for sampling and data collection.
5. Like all employees of the Klamath Tribes, the incumbent will be called upon to accomplish other tasks that may not be directly related to this position, but are integral to the Klamath Tribes' broader functions, including but not limited to, assisting during Tribal sponsored cultural, traditional, or community events that enable the successful operation of programs and practices of The Klamath Tribes as aligned with The Klamath Tribes' Mission Statement. Some of these tasks may be scheduled outside of regular work hours, if necessary.

## **SUPERVISORY CONTROLS**

The Hydrologic Technician I is directly supervised by the Hydrologist who provides general instructions regarding work schedule and protocols, and review of work products. The Hydrologist Technician I must be able to work independently, using knowledge from training, experience, and instructions to ensure that duties and responsibilities are carried out in a safe, timely manner and that policy and procedures are followed. Work is reviewed for compliance with policy, procedures, and goal attainment.

## **KNOWLEDGE, SKILLS, ABILITIES**

Knowledge of, or willingness to learn, standard methods used to measure river flows and monitor related gauges to ensure accurate measurements.

Willingness to learn and follow procedures for data quality assurance and quality control (QA/QC).

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

Ability to work outdoors, in extreme weather conditions for prolonged periods, during both day and night.

Knowledge of, or willingness to learn, field data entry protocols including unique data collection software and the ability to learn new software, as necessary.

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

### **QUALIFICATIONS, EXPERIENCE, EDUCATION**

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

- **REQUIRED** to possess a High School Diploma or Equivalent. *(Must submit copy of diploma or transcripts with application.)*
- **REQUIRED** to have computer experience; emphasis will be in the use of Microsoft Word, Excel and work in a networked environment.
- **REQUIRED** to be able to perform tasks in stream environments which require lifting up to 50 lbs., to a height of approximately 4 ft., bending, hiking in rugged terrain while carrying sampling equipment, and prolonged standing.
- **REQUIRED** to adhere to The Klamath Tribes Alcohol and Drug Free Workplace policy.
- **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 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:**

- One or more years of experience measuring river flows is preferred.
- One or more years of experience conducting field surveys while following detailed measurement procedures or monitoring protocols is preferred.

### **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.

<b>EMPLOYEE ACKNOWLEDGEMENT:</b>	
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.	
<b>Employee (printed name)</b>	<b>Employee (signature)</b>