



# COLORADO RIVER INDIAN TRIBES

## *Human Resources*

26600 MOHAVE RD.

PARKER, ARIZONA 85344

PH (928) 669-1320 • FAX (928) 669-5263

## VACANCY ANNOUNCEMENT

FEBRUARY 19, 2013

#29-13

DEPARTMENT: MUSEUM  
POSITION: ARCHAEOLOGICAL COMPLIANCE TECH.  
SALARY: D. O. E.  
CLOSING DATE: **OPEN UNTIL FILLED**

### DUTIES AND FUNCTIONS:

This position is supervised by the Museum Director and reports directly to her. The CCT implements and coordinates activities relating to the archeological walk over requirements in the CRIT Land Code and established tribal policies. The CCT must create and maintain files, maps and working records for these activities. Duties may include primary research, scheduling, planning, preparation, coordination and execution of walk over responsibilities, archeological mitigation measures, and site observation and monitoring, the CCT must also prepare reports and/or may attend meetings related to these activities and duties. Other duties may be assigned as required or needed by the Director.

### MINIMUM EDUCATION REQUIREMENTS:

- High School Diploma or its equivalent is required for this position.
- Some College level coursework in museum or anthropology is preferred

### REQUIRED SKILLS AND ABILITIES:

- Working knowledge of Microsoft Word and Excel is required. Must be able to type 40 wpm.
- One year if administrative experience is required.



- The ability to effectively communicate in English as well as a pleasing personal demeanor is required.
- Applicant must Process a Driver's License.
- This position requires both a sense of organization and attention to detail that must be demonstrated in previous work experience.
- Applicant must be able to follow a regular work schedule and complete assignments within allotted time frame.
- Regular work attendance 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. Pre-employment drug screening is required.