



BRIAN SANDOVAL
Governor

STATE OF NEVADA
COMMISSION ON MINERAL RESOURCES
DIVISION OF MINERALS
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RICHARD PERRY
Administrator

State of Nevada Unclassified Job Announcement

COMMISSION ON MINERAL RESOURCES

DIVISION OF MINERALS

FIELD SPECIALIST/ OIL, GAS, GEOTHERMAL AND AML

Recruiting For: A full-time, unclassified position located at the Division of Minerals in Carson City, Nevada

*Unclassified positions with the State of Nevada serve at the pleasure of the appointing authority, which in this case is the Administrator of the Nevada Division of Minerals.

Position Open To: All qualified applicants

Resumes Accepted Until: Close of business on February 21, 2014

*Hiring may occur at any time during the recruitment process. A resume with appropriate information including three professional references is the minimum application.

Annual Salary: \$42,000 – \$58,221 per year (DOQ)

*Salary range reflects retirement (PERS) contributions by both the employee and employer. An employer paid contribution plan is also available with a reduced gross salary.

The Nevada Division of Minerals

The Nevada Division of Minerals, a part of the Commission on Mineral Resources, is responsible for administering programs and activities to promote, advance, and protect mining and the development and production of petroleum and geothermal resources in Nevada. The Division's mission is to conduct activities to further the responsible development and production of the State's mineral resources to benefit and promote the welfare of the people of Nevada. The seven-member Commission on Mineral Resources is a public body appointed by the Governor and directs mineral-related policy for the Division and advises the Governor and Legislature on matters relating to mineral

resources. The Division focuses its efforts on three main areas: Industry relations and public affairs; regulation of oil, gas, and geothermal drilling activities and well operations; and abandoned mine lands. Further information concerning the Division is available on their website at <http://minerals.state.nv.us>.

Job Description

Applicant will assist in the permitting and inspection program for oil, gas and geothermal well drilling and production and assist in supporting the Division's Abandoned Mine Lands (AML) program. Applicant will also assist in the implementation of a Geographic Information System to support the Division's Oil, Gas and Geothermal (OGG) program.

Overnight travel within Nevada is required. Successful candidate must be willing to travel independently and often on short notice. The amount of work conducted in the field is expected to be approximately 35%.

Essential Functions

This position conducts field inspections in Nevada during all stages of oil, gas and geothermal operations to verify industry compliance with applicable rules, regulations, orders, permit conditions and policies.

Additionally, the position will require field work, including the building of structures around abandoned mine lands (AML) and the supervision of summer interns and contractors. Ability to hike over rough and uneven terrain is required.

Minimum Qualifications

Bachelor's degree from an accredited, non-correspondence college or university in economic geology, geological engineering, petroleum engineering, mining engineering or a related natural-resource field and at least three (3) years of relevant experience. Experience in exploration, oil/gas or geothermal drilling is required. Copies of transcripts must be included with the application for verification.

Demonstrated proficiency in ArcGIS / ArcView, Microsoft Office applications (including Word, Excel, Access, Outlook and PowerPoint); utilization of plotters, printers, scanners and various internet applications is expected.

Benefits

Medical, dental, and vision insurance programs are available; paid vacation and sick leave; 11 paid holidays per year; retirement plan (PERS), life and disability insurance program, and tax sheltered deferred compensation programs are also available. State employees do not contribute to Social Security. Long-term employees enjoy additional benefits.

Equal Employment Opportunity/Affirmative Action

The State of Nevada is an equal opportunity/affirmative action employer. Qualified persons are considered for employment without regard to race, color, religion, sex, sexual orientation, age, national origin, political affiliation or disability, as outlined in the State Affirmative Action Plan.

Submit Resume to:

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For more information:

775/684-7043
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