

State of Montana
Department of Natural Resources & Conservation
An Equal Opportunity Employer

Job Title: **LAND USE SPECIALIST (2) Positions**
Division: Trust Land Management
Positions: 60150 & 00036
Location: Glasgow ---60150
Miles City--00036
Status: Permanent full-time
Salary: \$ 32,572--\$38,320.00 DOQ

APPLICATION MATERIALS AND DEADLINE: Completed application materials must be postmarked or emailed **by 5:00 pm March 9th, 2007**, to a Job Service or to the DNRC, Personnel Bureau, 1625 11th Ave., Helena, Montana, 59601. If applying electronically go to: dnrc.mt.gov/jobs (**click on DNRC Online Job Application**)

LATE OR INCOMPLETE APPLICATIONS WILL BE REJECTED!

REASONABLE ACCOMMODATIONS: Under state and federal law qualified applicants with disabilities are entitled to reasonable accommodations. Modifications or adjustments may be provided to assist applicants to compete in the recruitment and selection process, to perform the essential duties of the job, or to enjoy equal benefits and privileges or employment available to other employees. If you need such accommodation, contact this agency.

DESCRIPTION OF DUTIES: The Land Use Specialist is responsible for the administration of Trust Land and Forestry Division programs within the assigned work unit. The primary responsibilities of this position are the administration of agricultural and grazing leases, oil and gas exploration, and development review. Other duties include gravel and precious metal mining permits, forest product sales, right-of-way easements, Land Use Licenses for other surface and subsurface uses, and administration of the Recreational Access Law. The office provides wild land fire suppression support to all private and state lands within the office as well as assistance area wide. The office conducts all operational field activities for the Trust Lands Management and Forestry Divisions

QUALIFICATIONS:

The Land Use Specialist must possess a thorough knowledge of plant taxonomy; range, agricultural, soils, and interdisciplinary natural resource management principles, practices, and procedures; applicable federal, state, and local laws and rules, policies and procedures; and extensive knowledge of Trust Land Management and Forestry Division's administrative and management rules, policies, and procedures.

The Land Use Specialist must be highly skilled in oral and written communications and must be proficient in map reading, aerial photo interpretation, Global Positioning System and associated software, and in the use of soil testing and engineering equipment, planimeter, radio communications equipment, four-wheel drive vehicles, specialized fire control equipment, office equipment, microcomputers and associated software, and the State Trust Lands Management System.

The Land Use Specialist must possess the ability to effectually interpret, adapt, and apply departmental policies and maintain effective working relationships with departmental staff, lessees, and licensees, interagency professional contacts, and members of the general public. Acquisition and maintenance of a Governmental Pesticide Applicator's License for general and restricted use agricultural pesticides is required in this position.

EDUCATION AND EXPERIENCE: The knowledge, skills, and abilities required for this position are typically acquired through a combination of education and experience equivalent to a Bachelor of Science Degree in a natural resource management field (preferably Range Management, Agronomy, or Agriculture), and two years of progressively responsible professional experience. Similar program experience is desirable.

APPLICATION AND SELECTION PROCESS: The Department of Natural Resources may include the following factors in determining whether an applicant meets the

qualifications for the position: application form, typing test results, education, structured interview, job-related reference checks, job-related work experience, job-related current and past performance and application supplements.

Application materials required for this position are: A completed State of Montana Employment Application & Completed written answers to the Supplemental Questions

COMPENSATION: The normal salary received for employees new to state government is \$ 32,572--\$38,320.00 DOQ per year with raises granted by the legislature. State employees scheduled to work at least halftime are also provided paid health, dental, and life insurance. Other benefits for eligible state employees include a credit union, a deferred compensation program, public employee's retirement program, 15 working days annual leave per year, 12 days sick leave per year, paid holidays, and up to 15 days military leave with full pay.

ADDITIONAL INFORMATION: In accordance with the immigration Reform and Control Act, the person selected must produce within three days of hire documents that show authorization to work in the United States. Examples of such documentation include a birth certificate or Social Security card along with a driver's license or other picture I.D., or a U.S. passport, or a "green card".

Also to comply with the Montana Compliance with Military Selective Service Act, this Agency (Montana Department of Natural Resources and Conservation" must verify that the covered applicant has complied with the federal Military Selective Service Act before starting employ

Supplemental Questions: Please complete written responses to the following questions. **CLOSING DATE: 3/09/07**

1. What specific knowledges, skills and experiences qualify you for this position?
2. Detail your knowledge, education and experience relative to agricultural and range management programs, land survey skills and easements.
3. Detail your knowledge, education and experience relative to land rehabilitation of degraded, disturbed areas due to oil, gas and gravel exploration and mining.