



## EMPLOYMENT OPPORTUNITIES

**Job Title: Director, Department of Transportation**

**Closing Date: 07/02/2026**

***DEADLINE: Attach any required documents, i.e., Transcripts, Certificates, diploma and Motor Vehicle Record, to your online application by midnight on the closing date. Late Applications or documents will not be considered.***

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Job Number: 26-285-2

Job Type: Full-Time Regular

Department: Department of Transportation

City: Sacaton, AZ

Location: 291 W. Casa Blanca Rd.

Area of Interest: Transportation

Salary Rate: \$103,792.00-\$133,792.00

Tribal Driving Permit Required: Yes

*(This position is considered "full-time regular status", the incumbent's employment with the Community is "At-Will" and termination of employment is not subject to the Disciplinary Grievance Procedure).*

### DISTINGUISHING FEATURES OF THE CLASS:

The Director, Department of Transportation is responsible for providing the Community with a safe and efficient transportation system, including the design, construction, and maintenance of roadways, bridges, and associated infrastructure. The Director is also responsible for the Gila River Public Transportation Systems that operates deviated fixed route transit within the Community. The tribal transportation system includes over 420 miles of tribal, state, and county roadways; the Gila River Transit System runs four (4) transit routes through the seven (7) districts.

### ESSENTIAL FUNCTIONS:

- Perform complex professional and managerial work directing the operations of the Department of Transportation under policy guidance and direction from tribal administration.
- Confer with technical staff responsible for services to coordinate transportation activities on behalf of the Community.
- Identify changing environmental factors and determine appropriate methods for deploying the organizations technical, financial, and operational resources to optimize efficiency, budgetary and service objectives.
- Formulate overall departmental operating budget; maintains records on all departmental projects and activities; authorize and approve departmental expenditures.
- Review designs, plans, specifications, construction features, and cost estimates for contract construction projects in conjunction with technical engineering staff.
- Direct the construction and maintenance of all roads within tribal jurisdiction; assign and direct final preparation of construction and design analysis; participate in checking plans and cost estimates prepared in conjunction with technical engineering staff.
- Represent the Community at transportation meetings with federal, state, county, BIA agencies.
- Attend coordination meeting with Community, departments and entities related to Certificate of Compliance process.
- Complete special studies or projects as assigned.
- Perform other related duties as assigned.

### REQUIRED KNOWLEDGE, SKILL, AND ABILITY:

- Expertise in public administration and knowledge of the principles of civil engineering as they apply to the designing, constructing and maintenance of roads and bridges.
- Knowledge of Arizona Department of Transportation (ADOT), Maricopa County Department of Transportation (MCDOT), and Maricopa Association of Governments (MAG) planning, programming processes and associated funding sources.
- Knowledge of Arizona Department of Transportation's Department-wide Native Nation/Tribal Government Consultation Policy.
- Knowledge of traffic laws and regulations, traffic control methods including traffic signal and marking systems.
- Knowledge of Federal Highway Administration (FHWA) and Federal Lands Highway Program Agreements.
- Knowledge of BIA guidelines regarding Right of Way (ROW) planning and road construction.
- Knowledge of Federal Transit Administration (FTA) regulations for the operation of public transportation.
- Knowledge of the day-to-day operations of public transit.
- A thorough understanding of tribal and allotted land law.
- Knowledge of administration, budgeting, finance, program management and supervision.
- Knowledge of departmental goals and objectives and how they relate to the overall organizational structure of the tribal government.
- Excellent skills in public speaking, presentations and written communications.
- Skill in effectively managing staff, and delegating tasks and authority.
- Ability to plan, supervise and coordinate work of others.
- Ability to plan and organize projects and conduct effective oral and written presentations.
- Ability to communicate effectively verbally and in writing.
- Ability to maintain accurate records and prepare reports.
- Ability to analyze transportation and streets needs and other factors in developing short-term and long-range planning goals.
- Ability to maintain effective working relationships with other employees, Community Officials and the general public.
- Ability to perform all physical requirements of the position; agree to maintain a Drug-free workplace.

### REQUIRED EDUCATION AND EXPERIENCE:

Bachelor's degree from an accredited college or university in Civil Engineering, Traffic Engineering, Transportation Planning, Public Administration or closely related field and eight (8) years of progressively responsible professional experience in traffic engineering, transportation systems design, planning and budgeting; and which includes four (4) years administrative and supervisory management experience in a transportation field; or any combination of education, training, or experience which demonstrates the ability to perform the duties of this position.

Master's Degree preferred.

### ADDITIONAL REQUIREMENT:

- Required to obtain a Tribal Operator's permit. Valid state driver's license with a current proof of driving record for the past 39 months will be required to qualify for a tribal driving permit. Proof of driving record must be submitted with application and must not be more than 60 days old from the date of submission of the application.
- Required to pass a background check.

Supervisory, Salary Position

Reports to Assistant Community Manager or designee

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**BENEFITS:**

The Gila River Indian Community offers a comprehensive benefits package, which includes; vacation, holiday, and sick leave as well as medical, dental, vision, life, short and long term disability benefits.

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Preference in filling vacancies is given to qualified Indian candidates in accordance with the *Indian Preference Act (Title 25, U.S. Code, Section 472 and 473)*. The Gila River Indian Community is also committed to achieving the full and equal opportunity without discrimination because of Race, Religion, Color, Sex, National Origin, Politics, Marital Status, Physical Handicap, Age or Sexual Orientation. In other than the above, the Gila River Indian Community is an Equal Opportunity Employer.

**If you are claiming Preference in one or more of the following categories please attach a copy of the required documentation to the completed Employment Application.**

Preference for Community Members (with proof of enrollment)

Preference for Native Americans (must meet membership requirement of a federally recognized Tribe.)

Preference point for Spouse of Community Member (with proof of spouse enrollment)

Preference point for Veteran (must meet statutory requirements)

**HUMAN RESOURCES WILL NOT MAKE COPIES OF APPLICATIONS OR DOCUMENTS BEING SUBMITTED.** Visit our GRIC website and apply online: [www.gilariver.org](http://www.gilariver.org)