

**CHEYENNE RIVER SIOUX TRIBE
ENERGY DIRECTOR**

DESCRIPTION OF WORK

General Statement of Duties: Research, Directs and Oversees the Energy Resources, Policy and Strategies of the Cheyenne River Sioux Tribe. Helps to provide Reliable, Consistent and Cost-effective Energy for all Tribal residents, businesses and communities. Plans for CRST Energy needs into the future.

SUPERVISION: Will be under the immediate supervision of Administrative Officer.

SUPERVISES: None

EXAMPLE OF DUTIES (Duties may include but are not limited to the following):

Researches, Gathers and Collects All Energy data and information for Cheyenne River Sioux Tribe

Gathers information on all Energy Providers, Services and Rates on CRST reservation.

Helps set Energy Policy and Strategies for the CRST

Has knowledge of all Energy Resource, Power Generation and Power Transmission Resources and Activities

Administers Energy grants and contracts

Research opportunities for new, additional and variety of Energy Sources

Research and writes Energy related grants, contracts and proposals

Meets with all Energy Providers, reviews service levels and energy pricing

Strives to keep Energy reliable, consistent and cost effective for all residents

Plans for the CRST Energy needs in to the future.

May be required to travel

Other job-related duties as assigned.

MINIMUM QUALIFICATIONS

Knowledge of energy and all electric power sources. Must have working knowledge of applicable Federal, State, Tribal/local Energy Laws and Ordinances, Rules and Regulations. Ability to communicate effectively in writing and orally with the ability to act with tact and impartially. Ability to perform work requiring good physical condition. Will have complete understanding of

the Federal, State and Tribal Energy Code, rules and regulations applicable to the reservation and to attend such training sessions as scheduled.

Education: Bachelor's degree preferred.

Experience: Four (4) years of on-the-job training or equivalent; or must have an equivalent combination of related education or Energy experience equal to four (4) years. Familiarity with federal contract knowledge and alternative energy, with an emphasis on energy development

Special Requirements

Electrical Related License, certification and/or training,

Must possess a valid driver's license (Attach a copy).

Must be at least twenty-one (21) years of age.

Must have knowledge in Microsoft computer programs, Internet and other Energy related systems

Must be able to pass Federal, State, and Tribal background check.

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