

CLASSIFICATION SPECIFICATION

FLSA:	NEXP	Job Code:	ACV76870
Job Class Code:	710	Salary Schedule:	AREG
EEO Category:	02	Grade:	17
Workers Comp Code:	9410		

Job Code Established:	10/17/72	Effective Date:	10/01/72
Job Code Reactivated:	10/01/09	Effective Date:	10/01/09

JOB CODE SERIES: Statistics, Statistical Research and Economic Series

JOB CODE TITLE: MINERAL RESOURCES SPECIALIST

CHARACTERISTICS OF THE CLASS: Under direction, is responsible for work of considerable difficulty performing professional mining engineering and geological research and statistical studies to promote the exploration and development of the mineral resources of the state; and performs related work as required.

EXAMPLES OF DUTIES: Plans and conducts research and statistical studies of mineral resources and mining activities and interprets data in terms of its significance to the mining industry; researches and compiles data pertinent to new mining operations in Arizona; conducts studies of the economic problems of prospectors and operators of small mines for the purpose of offering assistance; prepares directories, reports and writes bibliographies on various mineral properties; reviews and updates existing reports and publications; analyzes mining projects from the economic aspect; compiles data regarding the import and export of various minerals; provides information concerning the proper procedures in locating claims and acquiring mineral rights; compiles current lists of available mining properties; assists in locating sources of supplies for persons desiring to buy minerals or mining supplies; speaks before groups; attends meetings and conferences.

KNOWLEDGE, ABILITIES AND SKILLS:

Knowledge of: mineral resources and mining industry; both metallic and non-metallic ore; use for all minerals in industry; economics of mining such as nearness to markets, percent recoveries, etc.

Skill/Ability to: act as liaison to other government agencies, prospectors and small miners; evaluate geological and mining data; prepare meaningful reports from large volume of data; analyze situations accurately; communicate effectively both orally and in writing; establish and maintain effective working relationships.

SPECIAL SELECTION FACTORS: Professional experience in mining engineering, geology or a closely related field. A Bachelor's Degree in one of the above fields may be substituted for one year of experience.