

SENIOR GEOGRAPHIC INFORMATION SYSTEMS TECHNICIAN

Code No: 4-14-214
COMPETITIVE

DISTINGUISHING FEATURES OF THE CLASS: This is a technical position responsible for gathering, managing, and manipulating spatial data in a geographic information system (GIS) environment in a municipality. Duties include performing field work, and working in various weather conditions and on uneven terrain. This position differs from the lower level title Geographic Information Systems Technician by virtue of its increased level of technical complexity in all aspects of GIS. The employee reports directly to, and works under the general supervision of a Manager of Operations – GIS or other higher level staff member. Does related work as required.

TYPICAL WORK ACTIVITIES: (All need not be performed in a given position. Other activities may be performed although not listed.)

Designs, creates, modifies and maintains the GIS database and associated tables, forms, and reports;

Participates in the development and implementation of desktop, server-based and web-based GIS projects;

Integrates GIS data with other computer applications;

Enters and manipulates spatially related data for use in GIS software;

Produces maps and reports using GIS software;

Works with staff members to determine best methods of displaying and presenting spatial information;

Conducts training activities for department staff and program participants;

Compiles and maintains metadata;

Works with other departments, outside agencies, and the public in response to requests for maps and data;

Works with corrected digital aerial photography;

Gathers field asset data utilizing global positioning system (GPS) hardware and software;

Performs a variety of office-related tasks such as copying, scanning, and printed record drawings.

FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND PERSONNEL CHARACTERISTICS: Good knowledge of the use and operation of GPS equipment; good knowledge of database management using various software programs; good knowledge of GIS software; working knowledge of statistical analysis techniques and methods; ability to produce maps and reports from GIS software; ability to digitize spatial data and other information; ability to apply analytical skills and organizational skills to mapping projects; ability to communicate effectively orally and in writing; ability to establish and maintain effective working relationships; ability to sort, arrange and file material; ability to perform work accurately; good judgment; physical condition commensurate with the demands of the position.

MINIMUM QUALIFICATIONS: Graduation from high school or possession of an equivalency diploma, PLUS, either:

- (A) Graduation from a regionally accredited or New York State registered college or university with a Master's or Bachelor's degree in Geographic Information Systems, Geography, Environmental Science, Planning, Imaging Science, Computer Science or a closely related field including six (6) college semester credit hours in geographic information systems (GIS) plus either six (6) months paid full-time or its part-time equivalent work experience or two (2) quarters or one (1) semester of cooperative education (co-op) work experience* involving geographic information systems (GIS) that includes data conversion, data creation, feature editing, data analysis, creating reports AND cartography; OR,
- (B) Graduation from a regionally accredited or New York State registered college or university with a Bachelor's or Master's degree plus either: one (1) year paid full-time or its part-time equivalent experience or four (4) quarters or two (2) semesters of cooperative education (co-op) experience* working with geographic information systems (GIS) that includes data conversion, data creation, feature editing, data analysis, creating reports AND cartography; OR,
- (C) Graduation from a regionally accredited or New York State registered college or university with a Certificate in Geographic Information Systems or an Associate's degree plus three (3) years paid full-time or its part-time equivalent experience working with geographic information systems (GIS) that includes data conversion, data creation, feature editing, data analysis, creating reports AND cartography; OR,
- (D) Five (5) years paid full-time or its part-time equivalent experience working with geographic information systems (GIS) that includes data conversion, data creation, feature editing, data analysis, creating reports AND cartography; OR,
- (E) An equivalent combination of education and experience as defined by the limits of (A), (B), (C) and (D) above.

*Co-op experience can be paid or unpaid.

SPECIAL REQUIREMENT: If you are appointed, you will be required to possess a valid New York State license to operate a motor vehicle or otherwise demonstrate your capacity to meet the transportation needs of the position.

ADOPTED: March 6, 2008
REVISED: August 6, 2015