GIS Analyst

$44,104 / year or higher DOQ + **<u>Full-Time County Benefits</u>**

James City County is seeking an individual to perform experienced work maintaining and updating a complex and multilevel mapping system, both manually and with the use of computer Geographic Information Systems (GIS) technology. Work performed involves routine manual and digital geographic information processing and analysis.

Responsibilities:

- Develops complex GIS applications and data layers. Performs spatial analyses of geographic data sets using ESRI ArcGIS programs including ArcMap Advanced and AGOL. Designs, creates, and maintains programs written in VBA, Visual Basic .NET, and Python to be used in analysis, cartographic production, data maintenance, geoprocessing, and editing. Designs, creates and maintains custom and standardized maps, geographic databases, data files, statistics, reports, and analyses for dissemination to County staff members, general public, and the business community; develops and maintains automated cartographic elements and products.
- Assist in maintaining a quality public relations program, including map sales and providing technical assistance to staff, public, and private industry.
- Convert land and infrastructure information from maps, aerial photographs, surveys, and field inspections to digital GIS; make updates to existing information in the GIS; compare data in GIS database with other systems and resolve conflicts.
- Research deeds and plats for correct boundaries, including easements, rights-of-way, structures, etc.; translate deed descriptions into property boundaries.
- Train and provide technical assistance to staff, the public and private industry.

Requirements:

- Any combination of education and experience equivalent to a Bachelor's degree in geography, cartography, GIS studies or related field; some experience in a closely related field.
- Must possess, or be able to obtain within 30 days of hire, a valid Virginia driver's license and have an acceptable driving record based on James City County's criteria.
- Knowledge of computerized mapping technology and software as it relates to GIS database management, GIS analysis, and map production; geography of James City County; principles and processes for providing customer service including setting and meeting quality standards for services, and evaluation of customer satisfaction.
- Skill in use of computer software, especially Microsoft Office Suite.
- Ability to communicate effectively orally and in writing; prepare and maintain computer-generated maps using proper cartographic procedures.

Accepting applications until 11:59pm EST on 07/12/2019 or when filled, whichever comes first. Only online applications to our website will be considered. To apply, please visit the James City County Career Center at https://jobs.jamescitycountyva.gov