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GIS Technician

Pay Band 4

FLSA – Non-exempt

Reports to: GIS Program Manager or assigned staff
Staff Supervisory Responsibility: may supervise GIS interns.

WE VALUE

TRUSTWORTHINESS

OPENESS

THE HIGHEST ETHICS

EFFICIENT STEWARDSHIP

KNOWLEDGE

COLLABORATION

SERVICE

PEOPLE

General Service Areas/Conditions: Work is performed both indoors and outdoors. Ability to occasionally lift and/or move up to 50 lbs.

Makes a daily difference in the Campbell County organization and locality through: hard work, open and honest communication, ongoing improvement and accountability.

Performs with excellence, the following tasks, including but not limited to:

- Notify appropriate offices of data additions and/or changes;
- Maintain street signs;
- Ensures vehicle maintenance is performed and vehicle is clean;
- Produces maps and other visual aids as needed;
- Maintains the MSAG database and ensures accurate data correlation between MSAG and GIS databases;
- Maintain street name database;
- Create, edit and query data in Building Inspections Software;
- Performs GPS location techniques, applies differential corrections to data and maintains GPS datasets;
- Uses GIS Desktop software to view, query, and edit GIS data;
- Research and correct problems related to correlating data within/between databases;
- Assists in working with various departments within the County to meet data needs such as integrating existing program data with geospatial data, enhancing capacity to solve problems, increase program efficiency and improving situational awareness;
- Coordinates data updates with adjacent localities and the State;
- Works closely with the GIS Program Manager, Department of Public Safety, and VITA-VA Geographic Information Network in the transition and adoption of Next Generation 9-1-1;
- Provides GIS related services to County departments, citizens and professionals;
- Provides basic spatial analysis; and,
- Provides technical support to professional staff, the public and other GIS users.

Qualifications:

- Education: Requires a Bachelor's Degree.
- Experience: Requires six months of related experience. Desired: 2 years of experience
- Additional education and/or training may be substituted where applicable.
- Desired: Thorough knowledge of ESRI ArcGIS Desktop software and one year of experience in a client-server environment.
- Valid Virginia Drivers' License
- Completion of National Incident Management System (IS-100 and IS- 700 or NIMS equivalent) within 90 days of employment.

Core Skill Sets:

- Good oral and written communications skills;
- Ability to effectively prioritize multiple requests and manage concurrent processes;
- Thorough understanding and ability to utilize the county's adopted software platform.

GIS Analyst

Pay Band 4

FLSA – Non-exempt

Reports to: GIS Program Manager or assigned staff

Staff Supervisory Responsibility: Up to 5 employees

In addition to all items above:

- Requires two (2) years of related experience.
- Additional education/training may be substituted where applicable.
- Desirable: Thorough knowledge of ESRI ArcGIS software - Desktop and Server;
 - Knowledge of Enterprise geodatabase design, editing, versioning and maintenance;
 - Knowledge and experience with SQL databases;
 - Knowledge of ModelBuilder and Python scripting;
 - Knowledge and experience utilizing ArcGIS Online; and,
 - Familiarity with surveying, land records, E911 and GPS is a plus.
- Requires completion of National Incident Management System IS-200 within 6 months of employment; and,
- Requires completion of National Incident Management System ICS-300 within one year of employment, based on availability of scheduled classes).

Additional Duties:

- Performs accurate and complex data analysis to assist with county projects, events and initiatives;
- Assists the GIS Program Manager in working with various Departments and partners to analyze needs, develop solutions and design systems to provide access (desktop, website, mobile, etc.) to data within the Enterprise GIS, thus enabling end-users to make better informed decisions, solve problems and increase program efficiency;
- Assists with the development of web and mobile services utilizing ArcGIS Server, ArcSDE, ArcGIS Online, ArcGIS Open Data and other resources;
- Serves as a backup for ArcGIS Enterprise Database administration;
- Serves as a backup for the administration of Public Safety mapping and emergency notification system.