

CITY OF HARRISONBURG  
invites applications for the position of:

# GIS Analyst

An Equal Opportunity Employer

**SALARY:**

<u>Hourly</u>	<u>Biweekly</u>	<u>Monthly</u>	<u>Annually</u>
\$23.39 - \$26.90	\$1,871.20 - \$2,152.00	\$4,054.27 - \$4,662.67	\$48,651.20 - \$55,952.00

**OPENING DATE:** 12/18/20

**CLOSING DATE:** Continuous

**DESCRIPTION:**



**Are you seeking a career that allows you to utilize your GIS skills within a collaborative organization that creates a high-quality, lasting, and manageable developed environment for the local community? If so, consider applying for the City of Harrisonburg's Department of Community Development GIS Analyst position!**

The [GIS Analyst](#) is a full-time position with benefits and a preferred hiring range of \$23.39 - \$26.90 per hour (equivalent to \$48,651 - \$55,952 annually). An exact salary will be dependent upon the selected candidate's qualifications and experience. The ideal candidate for this position will be able to perform skilled work within the City's GIS and have comprehensive knowledge of geographic information system theory, practice, and tools.

The GIS Analyst:

- Maintains GIS layers and base maps fundamental to the department;
- Creates, compiles, integrates, digitizes, and updates map data from many sources;
- Prepares simple to complex system models, processes, methods, and procedures;
- Works with departmental staff to develop GIS tools, including creating maps, charts, graphs, and other related information;
- Works with the GIS Administrator to develop and maintain data layers, programs, models, and system integrations relating to Community Development functions;
- Researches and conducts miscellaneous planning project assignments;
- Reads maps, interprets maps, and uses coordinate systems to position and process geographic information;
- Responds to City departments and public requests for standard or custom maps, charts, graphs, GIS analysis, GIS projects, and related information.
- Performs field work as necessary, including operating a GPS device and related surveying equipment in locating, collecting, and processing field data;
- May coordinate with other localities to ensure uniform data exchange formats.

**Physical Requirements:** This is light work requiring the exertion of up to 20 pounds of force occasionally, up to 10 pounds of force frequently, and a negligible amount of force constantly to move objects. Work requires stooping, kneeling, crouching, reaching, lifting, fingering, grasping, and repetitive motions; vocal communication is required for expressing or exchanging ideas by means of the spoken word, and conveying detailed or important instructions to others accurately, loudly, or quickly. Hearing is required to perceive information at normal spoken word levels, and to receive detailed information through oral communications and/or make fine distinctions in sound; visual acuity is required for depth perception, color perception, preparing and analyzing written or computer data.

## Minimum Qualifications:

- Undergraduate degree in geographic/information systems, engineering, or a related field with some experience in the use of geographic information systems, local government applications, or equivalent combination of education and experience.
- Valid driver's license, required.
- Some experience supervising or leading the work of others, preferred.
- Certified Geographic Information Systems Professional (GISP), preferred.

The ideal candidate should have thorough knowledge of:

- Spatial analysis and presentation using desktop and web-based applications;
- GIS programming, analysis, and design techniques;
- Data gathering and management techniques;
- Administrative, project, and resource management;
- Quantitative research methods.

The GIS Analyst position requires the ability to:

- Prepare and maintain computer-generated maps using appropriate procedures;
- Maintain maps and other information accurately and systematically, and to retrieve and use information;
- Conduct research and field work pertaining to mapping and geographic information projects;
- Develop City and mission-specific applications and uses for available GIS technology;
- Troubleshoot various GIS application and mapping issues;
- Provide technical support to coworkers and the public related to GIS applications, mapping, and analysis;
- Organize materials;
- Establish and maintain good working relationships with the general public, outside governmental agencies, and vendors and their representatives.

Successful applicants for this position will be subject to a DMV record check and must complete a satisfactory drug screen and criminal background check.

**To Apply:** All candidates must complete a City of Harrisonburg online employment application in order to be considered. The position may close at any time after 10 calendar days. (posted 12/18/2020)

***The City provides an excellent benefits package including health insurance, retirement (VRS & ICMA-RC), life insurance, paid leave and holidays.***

***All qualified applicants will receive consideration for employment without regard to race, color, religion, gender, sexual orientation, national origin, disability or veteran status.***

***The City of Harrisonburg is an Equal Opportunity Employer.***

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APPLICATIONS MAY BE FILED ONLINE AT:  
<https://www.harrisonburgva.gov/employment>

Job #5343 - (Dec 2020)  
GIS ANALYST  
CM

OUR OFFICE IS LOCATED AT:  
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