



**Middlesex County, Virginia**  
**Help Wanted**  
**GIS & Technology Coordinator**

Middlesex County is seeking a GIS & Technology Coordinator to serve as the County's primary GIS professional with a strong focus on E-911 addressing and public safety GIS. This position is responsible for maintaining accurate geospatial data used by emergency services, County departments, and the public, while also providing secondary technical support to the Information Technology Department.

Pay range is \$48,000-\$52,000. For full job description and to apply, visit the County's website at <https://www.co.middlesex.va.us/jobs.aspx>

The primary job location is Saluda, Virginia, but duties may be outside of the office.

**Key Responsibilities:**

- Maintain and manage E-911 addressing and public safety GIS data
- Assign new addresses and coordinate road naming processes
- Develop and maintain GIS datasets, maps, and web-based GIS products
- Support NG9-1-1 data readiness and quality assurance
- Provide secondary support for desktop systems, applications, and technology projects
- Work closely with County departments, public safety agencies, and the public

**Minimum Qualifications:**

- Associate's degree in GIS, Geography, IT, or a related field, or comparable professional experience; Bachelor's degree preferred.
- Minimum three (3) years of GIS experience, preferably in local government or public safety
- Experience with ArcGIS Pro and ArcGIS Online or Enterprise
- General knowledge of Windows-based systems and desktop support
- Valid Virginia driver's license

**Position Details:**

- Full-time position
- Competitive salary and benefits package
- Reports to the Director of Information Technology

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For questions, email Assistant County Administrator AnnMarie Ricardi at [a.ricardi@co.middlesex.va.us](mailto:a.ricardi@co.middlesex.va.us)