

LANCASTER COUNTY GEOSPATIAL TECHNICIAN I

NATURE OF WORK

This is responsible entry-level technical work performing specialized duties in the operation, use and maintenance of enterprise-level Geographic Information Systems (GIS).

Work involves learning to integrate, update and maintain enterprise GIS datasets and produce digital maps. Work also involves assisting in the development, implementation, modification and maintenance of computer and GIS related data processing systems; assisting in preparation, interpretation, evaluation and conversion of digital geospatial data. General supervision is received from the Geospatial Administrator or their designee with work being reviewed in the form of accuracy and results achieved.

EXAMPLES OF WORK PERFORMED

Create, maintain and update GIS datasets to produce simple to complex digital maps, drawings, plans, spreadsheets, data files and documentation according to established procedures.

Interpret detailed plans, imagery, maps and legal descriptions and incorporate GIS analysis tools to generate a variety of digital reports and maps.

Respond to GIS, mapping and data requests from employees and the public; communicate with other departments and agencies to clarify information and data.

Perform quality control to ensure data accuracy.

Assist staff and the public in GIS related issues and support the systems used to access digital maps and information.

Investigate and determine the cause of problems related to GIS applications and processes; research and test GIS applications and solutions to solve departmental issues.

Support the peripheral equipment used for field data collections and producing large-format documents.

Perform related work as required.

DESIRABLE KNOWLEDGE, ABILITIES AND SKILLS

Knowledge of GIS principles and practices utilizing Esri's ArcGIS suite of technology applications.

Knowledge of map production procedures and techniques to create high quality maps applying cartographic principles.

Knowledge of computer systems, operating systems, and computer hardware used in GIS.

Knowledge of relational database management principles and practices.

Knowledge of land surveying principles and the Public Land Survey System (PLSS).

Ability to understand coordinate geometry (COGO).

Ability to perform mathematical and geometrical computations.

Ability to analyze and interpret engineering drawings, property, legal descriptions, title abstracts, construction as-builts and survey data.

Ability to communicate effectively both orally and in writing.

Ability to logically analyze computer system and programming problems and develop workable solutions.

Ability to establish and maintain effective working relationships with co-workers and the general public.

Ability to effectively utilize personal time-management and organizational skills to balance multiple competing priorities.

Ability to show enthusiasm toward being a member of a team; actively participates in team meetings and activities.

MINIMUM QUALIFICATIONS

Associate degree with major coursework in GIS, computer science, engineering, geography, planning or related field and one year of experience working with computer software, hardware and operations of systems related to GIS; or any equivalent combination of training and experience that provides the desirable knowledge, abilities and skills.