LANCASTER COUNTY
GEOSPATIAL TECHNICIAN II

NATURE OF WORK

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

Work involves integrating, updating and maintaining GIS datasets to produce digital maps. Work also involves assisting in the development, implementation, modification, and maintenance of computer and GIS data processing systems; creating and maintaining simple custom ArcGIS applications; and developing special reports for City and County agencies, community organizations, and the public. 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

Perform GIS data maintenance, analysis, entry, and conversion; perform data research, investigation and verification; assist with problems and determining possible solutions.

Create, maintain, and update digital maps, drawings, plans, spreadsheets, data files and documentation from a variety of sources 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 customized maps.

Respond to GIS, mapping and data requests from employees and the public; communicate with other departments and agencies to clarify information and data; provide technical assistance to various agencies relating to GIS issues or processes.

Perform quality control on GIS datasets by developing, running, and reviewing quality control reports on spatial integrity and attribute consistency.

Provide GIS assistance to the Emergency Operations Center (EOC) during an activation event.

Assist in the development of GIS and data collection standards to ensure uniformity and compatibility across systems.

Assist staff and the public and support systems used to access digital maps and information.

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

Assist in the documentation of GIS database metadata, procedures, workflows, and business processes.

Perform related work as required.

DESIRABLE KNOWLEDGE, ABILITIES AND SKILLS

Considerable knowledge of GIS principles and practices, including Esri's ArcGIS suite of technology applications.

Considerable knowledge of coordinate geometry (COGO).

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

Considerable knowledge of computer systems, operating systems, and computer hardware used in Geographic Information Systems (GIS).

Knowledge of relational database management principles and practices.

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 maintain detailed, accurate, high-quality work.

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

Ability to communicate effectively both orally and in writing.

Ability to apply creative problem-solving abilities and personal initiative, including the ability to carry out assignments with minimum supervision.

Ability to effectively interact, cooperate, and collaborate with team members to achieve designated goals and solve problems.

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

Skill in map production procedures and techniques; reading and interpreting construction plans and as-builts, land and legal descriptions and survey data; creating high quality maps applying cartographic principle.

MINIMUM QUALIFICATIONS

Associate degree with major coursework in GIS, computer science, engineering, planning, geography, drafting or related field and two years of experience working with computer software, hardware, and operations of systems relating to Geographic Information Systems (GIS); or any equivalent combination of training and experience that provides the desirable knowledge, abilities and skills.