

G.I.S. (GEOGRAPHIC INFORMATION SYSTEM) ANALYST

DISTINGUISHING FEATURES OF THE CLASS: This is professional work involving the use of GIS in environmental, hydrological and land use analyses for Delaware County's Department of Planning, Parks, and Watershed Affairs. Work will focus on Delaware County's phosphorus reduction program in the New York City Watershed and will also involve a variety of planning and environmental projects. Duties are performed under the general supervision of the Commissioner of Planning, Parks, and Watershed Affairs or his/her designee with leeway allowed for the exercise of independent decision-making. Supervision may be exercised over the work of administrative staff. Does related work as required.

TYPICAL WORK ACTIVITIES: (Illustrative Only) Performs statistical analysis and land use analyses, locates suitable sites for businesses and industry, and performs environmental and hydrological modeling with the GIS; Technically plans and executes GIS projects in conjunction with phosphorus reduction and various County Planning, Parks, and Watershed Affairs projects; Creates and manipulates environmental data for use in the County's GIS database; Uses Global Positioning System (GPS) equipment to collect and process site-specific GIS data; Interfaces with Information Technology, creating maps, analyzing data for planning practices, collecting and organizing data for map making, and processing data for inclusion in the GIS platform; Assists with town planning advisory services; Updates and maintains department webpage; Prepares maps of spatial data and analyses for various audiences, including department staff, governmental officials, and other agencies; Prepares and maintains a variety of complex written records and reports; Attends meetings and conferences as assigned; Performs general office duties as required.

FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS: Thorough knowledge of Arc Info and ArcView GIS software products; Thorough knowledge of web design and webpage development; Good knowledge of the GIS and its use in conducting spatial analysis and in support of environmental and hydrological modeling and land use analyses; Good knowledge of statistical analyses; Good knowledge of GIS terminology; Good knowledge of raster data sets and raster GIS software; Good knowledge of database programming, Microsoft, Access, and Excel; Familiarity with GPS data collection and post data processing; Ability to prepare and maintain complex records and reports; Ability to work independently; Sound judgment; Initiative; Dependability; Physical condition commensurate with the demands of the position.

MINIMUM QUALIFICATIONS: Either

A. Graduation from a college or university with a bachelor's degree in GIS/CAD, Computer Information Systems or Information Technology with related computer training and one year of fulltime paid experience in GIS/CAD applications; OR

B. Graduation from a college or university with a bachelor's degree in a related field and one year of GIS/CAD experience.

C. Graduation from a college or university with an associate's degree in GIS/CAD, Computer Information Systems, Information Technology or related field with three years' related computer training including two years of GIS/CAD experience.

NOTE: Your degree must have been awarded by a college or university accredited by a regional, national, or specialized agency recognized as an accrediting agency by the U.S. Department of Education/U.S. Secretary of Education. If your degree was awarded by an educational institution outside the United States and its territories, you must provide independent verification of equivalency. A list of acceptable companies who provide this service can be found on the Internet at <http://www.cs.ny.gov/jobseeker/degrees.cfm>. You must pay the required evaluation fee .

Adopted 3/24/00

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