

Enhance your lifestyle and your career . . .Join us now as:

GIS Technician Competition No. 02-15/11

The City of Kamloops has a challenging opportunity available for a **GIS Technician** to join our talented team of professionals at an organization that recently became only one of two other municipalities in Canada to receive the distinguished *Gold Level Canada Award of Excellence* from *Excellence Canada* (Canada's national authority on Quality and Healthy Workplace practices).

As the successful candidate you combine technical expertise with business intelligence to enable GIS solutions aligning IT systems with business strategy. You possess hands-on technical skills in GIS, Cartography, and Drafting, and put them to work in leading the analysis, design, implementation, maintenance and modification of complex automated geographic information systems, databases, software and equipment, preferably within a municipal environment.

You collaborate with other city staff in identifying their data and mapping requirements, providing technical assistance and guidance. As a skilled communicator with well developed verbal, written, and interpersonal communications skills, you use diplomacy and persuasion when interacting with staff or outside agencies.

The successful applicant will have:

- Diploma in GIS or closely related discipline with an emphasis on GIS
- Two years of GIS-related work experience

This unionized position pays \$34.17 per hour, and includes an extensive benefits package. The hours of work for this position are 8:30 am – 4:30 pm (winter), 8:00 am – 4:00 pm (summer).

Applications will be reviewed commencing November 18, 2011, and will continue until the position is filled. Please send your resume quoting Competition No. 02-15/11 to:

Human Resources Department
City of Kamloops
105 Seymour Street
Kamloops BC V2C 2C6
Fax: 250-372-1351
Email: HR@kamloops.ca

For detailed information on this position and for more information on our community, please refer to our website at www.kamloops.ca/jobs

The City of Kamloops thanks all applicants for their interest in applying for this position; however, only those selected for an interview will be contacted.



The City of Kamloops is focused on creating the highest levels of service excellence, based on a company culture that celebrates the employees who make it all happen. We offer ongoing training and professional development opportunities, coupled with exceptional benefits, all in the beautiful natural setting of the BC Interior.



Kamloops boasts excellent sporting and recreational facilities, with four distinct seasons offering the perfect pursuit for active lifestyles and outdoor enthusiasts, be it on water, land or snow - with plenty of sunshine throughout the year. Enjoy professional theatre and symphony productions as well as art shows and cultural events at a variety of venues. And we're only a three hour drive from the Vancouver area!

CITY OF KAMLOOPS

JOB TITLE: GIS Technician

PAY GRADE: 12

NATURE AND SCOPE OF WORK

Performs skilled technical, administrative, cartographic, and drafting work of a complex nature under the limited supervision of the GIS Manager. The job involves cartographic and cosmetic design of GIS products, providing input into the design and revision of data capture and maintenance procedures, and preparing and enforcing drafting standards for GIS products. The job has occasional pressures of volume of workload related to meeting production deadlines which may result in some degree of stress/strain. The job requires a very high degree of visual concentration. Working conditions are in a normal office environment and are very good. Errors may be difficult to identify and could cause major data or productivity loss. The incumbent assists other city staff in identifying their data and mapping requirements and provides technical assistance and training. Contacts are generally of a non-routine nature, requiring excellent communication, organizational, and technical skills, and the incumbent is responsible for exercising courtesy and diplomacy when dealing with others. Execution of the job results in a very slight possibility of injury to others and an indirect possibility of injury to others due to their reliance on map data. The incumbent may provide training and direction to temporary and contract staff.

ILLUSTRATIVE EXAMPLES OF WORK

1. Creates and maintains a wide variety of GIS data.
2. Performs quality assurance checks on contractor supplied and internally generated GIS data.
3. Develops, documents, and coordinates cartographic and drafting standards for City GIS users.
4. Provides technical assistance, support, training, and use of GIS to City staff. Technical support is managed through the use of a help desk/service desk concept.
5. Assists in the design, development, implementation, testing, installation, and demonstration of new applications of GIS technology.
6. Interacts with government agencies, utility companies, software vendors, and contractors for the purpose of providing or receiving GIS related data, software, and services.
7. Operates and maintains GIS equipment such as large format plotters.
8. Provides occasional data analysis and mapping products on short notice to all levels of internal and external organizations.
9. Identifies and participates in decision-making related to process redesign activities.
10. Performs related duties as required.

REQUIRED SKILLS, ABILITIES, AND KNOWLEDGE

1. Thorough knowledge of cartographic standards, principles, and techniques.
2. Thorough knowledge of computer aided mapping, methods, practices, techniques, and equipment in a municipal environment.
3. Thorough knowledge of GIS analysis techniques, concepts, procedures, and project design as it relates to GIS.
4. Considerable experience with ESRI ArcGIS software products.
5. Working knowledge of current GIS software and related database systems and standard office software systems.
6. Knowledge of provincial and municipal government mapping standards.
7. Considerable knowledge and ability to apply cartographic concepts in both hardcopy and electronic environments for the purpose of clearly communicating geographic information.
8. Knowledge of GIS equipment such as large format plotters and related media.
9. Ability to communicate effectively, orally, and in writing.
10. Ability to document in a concise, clear manner to be easily interpreted by the appropriate user.
11. Ability to deal with courtesy, tact, diplomacy, and persuasion when dealing with staff members and outside agencies.
12. Ability to train and monitor the work of others.

PREFERRED TRAINING, EXPERIENCE, MEMBERSHIPS, ETC.

1. Degree in GIS or closely related discipline with an emphasis on GIS.
2. Two years' GIS-related work experience, preferably in a local government environment.

REQUIRED LICENCES, CERTIFICATES, ETC.

1. Diploma in GIS or closely related discipline with an emphasis on GIS.
2. Two years of GIS-related work experience.

HOURS OF WORK

Normal day shift.