



### ***Job Posting Title***

Graphics Technician - GIS

### ***Company***

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Vancouver is striving to become the greenest city in the world by 2020. You too can make a difference by applying for the following opportunity.

### ***Department***

Financial Services, Information Technology, Networks and Telecommunications

### ***Competition #***

2011-0446 External

### ***Application Close***

October 20, 2011

### ***Employment Type***

Temporary Full Time

### ***Affiliation***

CUPE Local 15 Bargaining Unit (VMECW)

### ***Position Start Date***

November 14, 2011

### ***Position End Date***

May 12, 2012

### ***Salary Information***

Pay Grade 21: \$28.14 to \$33.14 per hour

### ***Main Purpose & Function***

This primary role of this position is the entry, update, and maintenance of GIS data as it relates to the City's Fibre network. The GIS technician will interpret information captured on various paper as-built records and enter the data into the GIS using the Autodesk Topobase software.

Work will be assigned by the supervisor. The incumbent is expected to manage his or her work priorities based on the overall direction of the supervisor and project timelines. This position requires GIS/CADD skills and a strong overall knowledge of IT networks, in particular fibre optic plant and related components. Work is performed under supervision, with considerable independent judgment and action exercised in the technical aspects of the work.

### ***Specific Duties & Responsibilities***

Gathers data from a variety of disparate sources and organizes the data to maximize the efficiency of entry into the City's GIS system. The GIS Technician will consult with appropriate subject matter experts, if necessary, to gain a full understanding of the data prior to entry into the system. This position will enter data in the City's GIS system using appropriate procedures and adhering to business best practices as defined. The GIS Technician will prepare and maintain detailed documentation as it relates to the GIS data entry process. They will ensure work is carried out according to schedule and communicates with supervisor and provides updates on progress as required. Appropriate time management skills will be exercised and will perform related work as required.

Has access to highly sensitive and business critical fibre and data network information.

### ***Qualifications***



Completion of a recognized Bachelor's degree, preferably related to computer science or Geography; or equivalent combination of training and experience; A minimum of 1 year work-related experience in working with GIS/CADD systems and related technology. Some experience either conceptual or hands-on working with fibre optic or similar networks. A post graduate degree in GIS is desirable and experience working in a public sector or service environment an asset.

The successful candidate will have considerable knowledge of the components of a Fibre optic network, both outside fibre plant (including SAC boxes, overhead, building entrances, manhole vaults, splice reports, etc.) and inside fibre plant (including connector and media types). They will also have considerable knowledge of Cisco data network components, Autodesk MAP3D software, particularly versions 2009 and higher. The GIS technician will have a working knowledge of Geographical Information Systems (GIS) concepts in a municipal environment and of their interaction with CAD systems and business processes.

The successful candidate will have the ability to work effectively and under pressure to meet project deadlines, with changing and competing priorities with frequent interruptions within a multiple task environment. They will be able to effectively collect, analyze and evaluate information required for GIS data entry and interpret and follow policies and procedures related to GIS data entry. Good verbal and written communication skills and computer and data processing skills (including the creation of spreadsheets) are essential. The successful candidate will be detail oriented and able to perform thorough, complete and accurate work.

To apply for this position, please visit [www.vancouver.ca/jobs](http://www.vancouver.ca/jobs). Only short-listed candidates will be contacted.

The City of Vancouver is an Equal Opportunity Employer.