

## GEOGRAPHIC INFORMATION SYSTEMS SPECIALIST II

DISTINGUISHING FEATURES OF THE CLASS: Under general supervision, an incumbent of this position, located in the Department of Information Technology, supports and performs Geographic Information Systems (GIS) applications, which involve computer mapping and database development, in several county program areas, such as transportation, planning, public safety, health and human services, public works and/or environmental facilities. This position contributes to enterprise database development projects by gathering, assembling and reviewing data. Responsibilities also involve the monitoring and reviewing of existing GIS applications; identifying required changes, modifications and upgrades to the GIS systems to maintain their up-to-date status; and participating in projects and mapping studies for oral and/or written presentation. Incumbents are expected to exercise independent judgment, as the position is responsible for acting in a lead capacity in the coordination and implementation of GIS project initiatives. Does related work as required.

### EXAMPLES OF WORK: (Illustrative Only)

Participates in and provides project leadership in the development, implementation and maintenance of Geographic Information Systems (GIS) for use by County departments and local municipalities;

Receives and responds to requests for GIS support by providing technical assistance to users and helping in defining the practical aspects of GIS applications;

Participates in implementing GIS applications for system users by performing research to identify trends in the field, and by assisting in the technical aspects of program development;

Reviews existing systems and revises programming language to enable integration with the central Geographic Information System database;

Meets with municipal officials and other agencies to review their existing systems with a view towards integrating them with the County's central GIS;

Participates in GIS and mapping studies and prepares reports and memoranda, including statistical analyses, maps, graphs, tables, etc., for oral and/or written presentation;

Uses computer applications or other automated systems such as spreadsheets, word processing, calendar, e-mail and database software in performing work assignments;

Attends conferences, meetings and seminars as assigned;

May perform other incidental tasks, as needed.

FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND ATTRIBUTES: Good knowledge of the general principles and techniques of Geographic Information Systems (GIS) as applicable to County, municipal and regional government; knowledge of ESRI GIS software, as well as current desktop, server, and internet systems and mobile technology as related to governmental GIS applications; knowledge of automated mapping standards; knowledge of Global Positioning Systems (GPS) fundamentals; ability to prepare and analyze data in a wide variety of digital formats; ability to reason logically, both inductively and deductively; ability to communicate effectively, both orally and in writing; ability to use computer applications such as spreadsheets, word processing, database software; calendar and email; ability to read, write, speak, understand and communicate sufficiently in English to perform the essential functions of the position; resourcefulness; tact; good judgment; accuracy; thoroughness; initiative; physical condition commensurate with the demands of the position.

MINIMUM ACCEPTABLE TRAINING AND EXPERIENCE: Possession of either: (a) an Associate's Degree\* and five years of experience where the primary function of the position was utilizing Geographic Information Systems (GIS) or related mapping applications in a large governmental agency or private enterprise; or (b) a Bachelor's Degree\* and three years of experience as defined in (a); or (c) a Bachelor's Degree\* in Urban, Natural Resource or Environmental Planning, Geography, Civil Engineering or Geographic Information Systems and two years of experience as defined in (a).

SUBSTITUTIONS: A Master's Degree\* in one of the aforementioned fields may be substituted for one year of the required experience.

SPECIAL REQUIREMENTS: Possession of a valid license to operate a motor vehicle in the State of New York will be required at time of appointment and maintain same while in the title.

\*SPECIAL NOTE: Education beyond the secondary level must be from an institution recognized or accredited by the Board of Regents of the New York State Department of Education as a post-secondary, degree-granting institution.