



JACKSON COUNTY

Human Resources Department

401 Grindstaff Cove Road, Suite A-218, Sylva, NC 28779

Phone 828.631.2212 • Fax 828.631.2266

Employment Opportunity

Please post in a location accessible to all employees

Position:	GIS Director <i>Permanent, Full-Time, Exempt</i>
Department:	Geographic Information Systems (GIS)
Description of Duties & Responsibilities:	Oversees the administration and maintenance of the County's Geographic Information Systems (GIS) Department. Supervises GIS staff and may perform the duties of GIS staff. Develops and implements Countywide and departmental GIS functions, services, policies, and strategies. Provides technical advising, training and assistance to county staff. Implements standards and procedures for GIS database and basemap maintenance and administration. Coordinates GIS efforts of all local government units within the County/departments; and maintains liaisons with relevant regional, state, and national GIS activities, serves as the County GIS representative. Performs studies of various agency operations to define problems and determine methods to develop GIS applications to facilitate ease of use, including the customization of desktop applications. Facilitates the development of the County GIS Strategic Plan. Prepares and monitors the GIS Division budget Performs other duties as assigned.
Education & Experience Requirements:	Bachelor's Degree in GIS, geography, computer science, engineering, cartography, or related field. Two to four years of experience in the use of ESRI suite of products and prefer exposure to personnel management and project planning. Two to four years of experience in Microsoft SQL Server enterprise database systems. Proficiency in Transact SQL, Python, and Spatial SQL scripting languages. Proficiency with ArcGIS Online and ArcGIS for Server web application maintenance and development. Additional two years directly related experience may substitute for each year of education (up to two years of education) if there is demonstrated knowledge, ability and skills to perform the work.
Special Requirements:	Jackson County residency is required; new appointments will have six months from the date of appointment or employment to establish permanent residency within Jackson County if not already a permanent resident. GIS Professional certification, or certificate, or four years of equivalent experience required. North Carolina Property Mappers Association Regular Mapper Certification earned within four years of employment. Requires a valid North Carolina driver license.
Starting Salary & Benefits Information:	Grade 26 Hiring Salary Range: \$43,340.37 - \$53,888.30 dependent upon direct and/or indirect experience. Jackson County provides a robust offering of employee benefits including: employer paid medical and dental benefits, participation in the Local Governmental Employees' Retirement System, paid leave (vacation, sick, and holiday), Employee Clinic, Wellness program, and supplemental benefit offerings. A full overview of benefits is available at https://www.jacksonnc.org/employment-opportunities
Application Requirements	Submit a completed Application for Employment (PD107) to: Jackson County Human Resources Department 401 Grindstaff Cove Road, Suite A-218 Sylva, NC 28779 NCWorks Career Center 26 Ridgeway Street, Suite 2 Sylva, NC 28779 The Application for Employment – State of North Carolina form PD107 - is available online at: https://www.jacksonnc.org/employment-opportunities or may be obtained at the Jackson County Human Resources Office or the Sylva branch of the NCWorks Career Center.
Closing Date:	Friday, July 12, 2019

Jackson County is an Equal Opportunity Employer

*Pre-employment drug screen and criminal background checks are required
Jackson County participates in the federal E-Verify program*