



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 Analyst**

Permanent, Full-Time, Non-Exempt

Department:

GIS

Description of Duties &**Responsibilities:**

- Undertake data analyses and data conversion.
- Coordinate the acquisition of new spatial data and supervise the integration of these data into the organization's GIS.
- Develop and manage quality control procedures for data and metadata.
- Perform spatial analyses and create information products from the GIS and related software and subsystems.
- Design, develop, test, document, and certify applications, programs and systems functionality.
- Create and publish feature services, web maps, and web mapping applications.
- Coordinate GIS activities with programmers and technicians.
- Provide support for GIS data conversion, systems integration and development and implementation of systems and applications.
- Provide support for cartographic design and high quality map production.
- Design and implement training plans.
- Assist in training in various aspects of the GIS software and database creation and use.
- Diagnosis and "troubleshoot" problems experienced with the use of GIS and related software and/or web mapping applications.
- Consult users to identify new data/software requirements.
- Prepare project plans, and direct vendors (consultants) and internal project teams to accomplish plan tasks in order to meet user/ data/software requirements.
- Automate data management tasks using Python or SQL Server.

Education & Experience**Requirements:**

- Bachelor's Degree in GIS, geography, computer science, engineering, cartography, or related field. 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.
- A demonstrated understanding of the use of ESRI's suite of products. This includes, but is not limited to, ArcGIS for Desktop, ArcGIS for Server, Arc Pad, and ArcGIS Online.
- Two years of experience working with data in enterprise GIS systems.
- Demonstrated experience in Transact SQL and Python scripting languages. Exposure to SQL Server Spatial data is preferred, but not required.
- Demonstrated experience in the use of GPS systems and data management.
- Valid North Carolina driver license.

Starting Salary & Benefits**Information:**

\$39,310.99 (Grade 24)

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

NC Works 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, September 27, 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*