



CUYAHOGA COUNTY ANNOUNCES THE FOLLOWING CAREER OPPORTUNITY

GIS Technician

Information Technology

Location: 2079 East 9th Street
Cleveland, Ohio 44115

Salary: \$42,432.00 - \$49,857.60

Hourly Rate: \$20.40 - \$23.97

Pay Range: 7B

Reports to: GIS Planning & Development Manager

Hours: 8:30 AM – 4:30 PM

This position is subject to civil service examination. Exam information will be sent to qualified applicants at a later date. If you wish to request military service credit, please email PRCEmploymentTesting@cuyahogacounty.us by the end of the application period. All communications about testing will be made via email, using the address on your online profile. You must monitor your email for communications about testing and important deadlines.

REQUIREMENTS: Bachelor's degree in information technology or a related field and one (1) year of GIS experience; or any equivalent combination, of training and experience.

PREFERRED QUALIFICATIONS:

Experience with ESRI ArcGIS software such as ArcGIS Desktop, ArcGIS Catalog, ArcGIS Pro, and/or ArcGIS Online. Solid understanding of ArcGIS enterprise architecture, applications and functionality including versioning, editing, and geocoding. Background in software support or technical customer service with direct end user contact.

RESPONSIBILITIES: Designs, refines, updates, and maintains GIS data; performs standard database querying and basic spatial analysis; operates a variety of computer software including Microsoft Office (Word, Excel, Access), Microsoft Outlook, ESRI ArcGIS, other GIS and GPS software, Adobe Pro, SQL Developer, and various other technologies and software utilized by the county. Creates and publishes maps for county employees, engineers, consultants, contractors and the public both digitally and in hardcopy by operating and maintaining the printer and plotter equipment. Updates GIS using various source materials including CAD design or drawing files, as-builts, hand drawn markups, and hardcopy drawings using GIS software. Coordinates GIS data and source material sharing and exchanges with partner agencies; sets up meetings; shares digital media data and sources; gives access to data and sources for sharing; obtains external data for use by the county.

APPLICATION PROCEDURE: Please complete an on-line profile. Applications and resumes will only be accepted through the on-line process. All job offers are made with the understanding that prospective employees pass a drug test and a criminal background investigation prior to being hired.

Applications must be received by 4:30 pm, February 27, 2017

Reasonable accommodation is available to all employees and applicants. If you have a disability that needs to be accommodated, please contact the Department of Human Resources/ADA Coordinator at (216) 443-7190.

Please note that this position may be subject to an oath of office and/or bonding requirements pursuant to Chapter 107 of the Cuyahoga County Code.

Equal Opportunity Employer - Smoke-free and Drug-free Workplace.

Visit our website: www.cuyahogacounty.us

Posted: 02/13/2017