

GEOGRAPHIC INFORMATION SYSTEMS (GIS) SPECIALIST

Definition:

Under direction, to perform advanced technical activities related to independently creating, implementing, analyzing and maintaining complex GIS systems and databases.

Distinguishing Characteristics

This is the advanced technical level of the Geographic Information Systems (GIS) classification series. Incumbents in this classification may be assigned to an operating department, provide services to other County departments or coordinate technical activities with County departments related to the County wide geographic information system and databases.

The GIS Specialist is distinguished from the GIS Programmer/Analyst which has overall responsibility to code, design, and develop user requirements into detailed program specifications.

Essential Functions:

- Creates, implements, analyzes and maintains complex digital spatial data layers in GIS formats and relational databases and translates information into maps and reports.
- Prepares, maintains and upgrades the County GIS layers.
- Assembles, organizes and digitizes information for the GIS database.
- Reviews computer output to ensure completeness and accuracy; coordinates with other parties to ensure accuracy of data.
- Produces maps and other data for use by County departments, the public and public/private agencies.
- Analyzes GIS data to answer questions posed in various departmental business functions.
- Performs other duties of similar nature or level as required.
- Some position may train and supervise other technical level staff assigned to develop and maintain digital spatial data layers and GIS related databases.

Employment Standards:

Bachelor's Degree in GIS, Geography, Computer Science or closely related field and one (1) year of experience using ArcGIS or other related GIS software or Associate's Degree in GIS, Geography, Computer Science, or closely related field and three (3) years of experience using Arc GIS or other related GIS software; or an equivalent combination of education and experience sufficient to obtain the knowledge and skill to successfully perform the essential duties of the job.

Additional Requirements may be contingent on assignment.

Training or experience with computer aided drafting software and principles or graphic software.

Knowledge of: GIS tools and applications; mapping techniques; and associated software application and relational database concepts.

Ability to: using computers and related software applications; preparing maps; maintaining databases; and verbal and written communication skills sufficient to respond to public inquiries and provide reports and project updates to management.

A background check may be conducted for this classification.

All Kern County employees are designated "Disaster Service Workers" through state and local laws (CA Government Code Sec. 3100-3109 and Ordinance Code Title 2-Administration, Ch. 2.66 Emergency Services). As Disaster Service Workers, all County employees are expected to remain at work, or to report for work as soon as practicable, following a significant emergency or disaster.