

GIS TECHNICIAN

This is geographic systems technician work in the Department of Transportation and the Center of Geographic Information and Analysis Competency-Based Program. Employees perform a variety of duties related to mapping and the collection, maintenance, and management of geospatial data. In addition to pay for performing routine duties associated with the category listed below, employees may receive additional pay for performing skills associated with higher categories or levels.

Category 1	Descriptive Duties	Experience Progression
Level 1	Work includes review of paper maps submitted by client. Verify map information and make changes.	Two-year degree in one of the following areas: GIS/GPS, Geography, Computer Science, Surveying & Mapping, Forestry, Environmental Science, or a related degree.
Category 2 Level 1	Work includes review and editing of map and tabular manuscripts used in the collection and maintenance of geospatial data. Employee may recompile line work from one map scale/type to another, if required. Work also includes all technical tasks required to convert analog to digital data (earth referencing, digitizing, digital map editing, attribution, and plotting of check maps). Employee sets display specifications and tolerances for software. Work involves use of GIS software, digitizing tables, plotters, etc.	Two-year degree in one of the following areas: GIS/GPS, Geography, Computer Science, Surveying & Mapping, Forestry, Environmental Science, or a related degree and six months of related experience.
Category 2 Level 2	Work includes using intermediate software functions and multiple data layers to edgematch map features along seams. Employee may add cartographic features based on State Plane Control point information and/or LAT/LONG Control point information and use intermediate functions to create hardcopy plots and maps that include basic map elements. Other duties include photo editing maps, providing documentation for metadata, assisting in the development of cost estimates and procedures, and finalizing map sheets.	Two-year degree in one of the following areas: GIS/GPS, Geography, Computer Science, Surveying & Mapping, Forestry, Environmental Science, or a related degree and twelve months of related experience.
Category 2 Level 3	An employee at this level may be responsible for collection and management of large and more complex datasets. Work includes evaluating and importing data for integration and writing text for geospatial metadata. Employee may prepare technical presentations using the GIS interface and use imaging software to view and warp images. Responsibilities may include attributing/linking digital linework files, researching municipalities' mileage and city limit changes, and petition processing.	Two-year degree in one of the following areas: GIS/GPS, Geography, Computer Science, Surveying & Mapping, Forestry, Environmental Science, or a related degree and eighteen months of related experience.

Category	Descriptive Duties	Experience Progression
<p>Category 2 Level 4</p>	<p>Employee may resolve discrepancies with road mileage research and be responsible for county and urban map production. Employee may be completely responsible for the maintenance of assigned corporate geographic data layers. This involves dialogue and written communications with data source representatives and clients as well as maintenance of custodian agreements. Employee's duties may include the authorization for release of updates to each data layer, records retention, and participation in the planning of technical and workload aspects for the dataset.</p>	<p>Two-year degree in one of the following areas: GIS/GPS, Geography, Computer Science, Surveying &amp; Mapping, Forestry, Environmental Science, or a related degree and thirty months of related experience.</p>
<p>Category 3 Level 1</p>	<p>Work includes development and implementation of geospatial data collection and maintenance of project sub-components. Employee may assist the project manager with compilation of reports and technical presentations to clients and data partners. Also, in partnership with client(s) and the project manager, employee may develop and modify procedures as well as communicate, verbally or in writing, status and issues. Work also includes oversight of the work of other technicians assigned to the project concerning productivity and quality of work.</p>	<p>Four-year degree in one of the following areas: GIS/GPS, Geography, Computer Science, Surveying &amp; Mapping, Forestry, Environmental Science, or a related degree and twelve months of related experience.</p>
<p>Category 3 Level 2</p>	<p>Work includes project management of small projects. Employee may schedule workloads to meet deadlines and resolve project and workflow problems with the staff. The employee is completely responsible for fiscal and technical aspects of the assigned project(s) and other requirements as defined by contract and/or office guidelines. Employee also assists in the development of new, related projects by providing cost estimates, presentations, and technical advice. Employee may authorize release of data layers.</p>	<p>Four-year degree in one of the following areas: GIS/GPS, Geography, Computer Science, Surveying &amp; Mapping, Forestry, Environmental Science, or a related degree and twenty-four months of related experience.</p>
<p>Category 3 Level 3</p>	<p>Work includes project management of mid-size projects. The employee is completely responsible for fiscal and technical aspects of the assigned project(s) and other requirements as defined by contract and office guidelines. Employee also assists in the development of new related projects by providing cost estimates, presentations, and technical advice.</p>	<p>Two-year degree in one of the following areas: GIS/GPS, Geography, Computer Science, Surveying &amp; Mapping, Forestry, Environmental Science, or a related degree and thirty-six months of related experience.</p>