



TRAVIS CENTRAL APPRAISAL DISTRICT

Human Resources Division

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www.traviscad.org

JOB OPPORTUNITIES

Date: November 4, 2009

Closing Date: November 20, 2009

Division: Information Technology

Job Title: GIS Analyst

Job Order No: 20091104

Salary: Dependent on Qualifications

ESSENTIAL JOB FUNCTIONS:

Under the general direction and supervision of the Assistant IT Director this position develops, installs, integrates, and maintains an agency-wide standard geographic information (GIS) platform. Essential duties include:

- Maintains an ArcSDE Geodatabase, which includes analyzing, compressing, versioning, creating new feature classes, adding new database fields, updating attribute indexes, adding new attribute indexes, and domains. Installs ESRI software updates, which includes patches, service packs, and major releases of the software.
- Update GIS layers in the ArcSDE Geodatabase, File and Personal Geodatabases, and create Shapefiles for field representatives and external users.
- Develops and maintains GIS web mapping applications.
- Provides technical support, training, and troubleshooting to ArcGIS desktop users, web mapping applications users, and ArcPad/GPS users in the field.
- Prepares custom maps and reports, creates GIS data, maps and KMZ files, streamlines repetitive tasks using Model Builder and Python, performs spatial and attribute queries and analyses, Manipulates GIS data in different formats and map projections/coordinate systems.
- Coordinates and oversees data acquisition (orthos, obliques, shapefiles, and entity data) and distribution from outside sources.
- Assist in all other IT functions as required.

QUALIFICATION REQUIREMENTS:

- Bachelor of Science in applied science (Geographic Information Science, Geography, Computer Science, or a closely related field.)
- Two (2) years of experience working with a comprehensive geographic information system are required.
- Professional experience working with a comprehensive geographic information system may be substituted for the degree requirement on a year-for-year basis.
- Experience with ESRI software including: ArcView, ArcInfo, ArcPad, ArcDesktop, ArcSDE, ArcIMS and ArcGIS Server. Experience utilizing Geographic Position System (GPS) technology, geographic coordinate systems to develop spatial models, digitizing, and maps.
- Knowledge of GIS data architecture, design and modeling practices, GIS client server hardware, software and network configuration, spatial analysis, data interoperability, geo-processing, 3D visualization and multi-editor practices, basic cartography methodologies, and GPS equipment and operations.
- Understanding of SDE database versioning and merging of personal geo-databases with SDE database. Skill in computer needs assessment including development and implementation, operating all GIS related computer equipment.
- Understanding of Windows based OS and file systems, Windows server administration (user administration & permission management), MS SQL Server, tables, basic to intermediate SQL queries, XML, Ad hoc support map generation.
- Additionally considered qualifications: Knowledge in Adobe Flex, Adobe Creative Suite 4, Dreamweaver, CSS, HTML, JAVA, C#, ASP.net, Sharepoint, True Automation PACS, Pictometry.
- Must be authorized to work in the US.
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The final candidate will be subject to a background check.

Essential Physical Demands: Sitting, standing, kneeling, bending, reaching, twisting upper body, carrying, pushing and lifting up to 30 lbs in the office.

Resumes are welcomed. You must submit a completed employment application before an interview will be granted.

The Travis Central Appraisal District is an equal opportunity/affirmative action employer. The Travis Central Appraisal District does not discriminate on the basis of race, religion, color, sex, age, national origin or disability.