

September 1, 2022

Town of Lancaster
Highway Department

One full time position is anticipated for the position of Planner-Geographic Information Systems. For more information, please refer to the following outline of qualifications and responsibilities.

Please send letter of interest and resume on or before September 23, 2022 to:

John Pilato
Highway Superintendent
525 Pavement Road
Lancaster, NY 14086

Residency rules apply

PLANNER-GEOGRAPHIC INFORMATION SYSTEMS

Est. 06/12
Erie County
Comp.
JG: XI
NF/ceb

DISTINGUISHING FEATURES OF THE CLASS: The work involves assisting in the development and coordination of Geographic Information Systems (GIS) data and projects. The incumbent updates and attributes geographic databases and data conversions between GIS systems and other information systems; assists the GIS operations staff in solving problems as they may occur during system development and operation; manages and reviews work and information flow and helps to determine end user requirements for GIS applications; develops GIS data model improvements and changes through field observations; develops and coordinates standards for the collection and integration of GPS field data into the GIS database; collects, organizes, and maintains field data for use in relational database and GIS systems; performs analyses and quality assurance, quality control on GIS layers and GPS field data and uses and understands ESRI ArcGIS software. Work is performed under the general supervision of the Director of Geographic Information Services. Supervises subordinate staff providing GIS services. Performs additional tasks as required.

TYPICAL WORK ACTIVITIES:

Assists in researching design specifications for geospatial database tables and applications;
Assists in developing and testing end user geospatial applications;
Works with supervisor and staff of County departments to develop integrated Geographic Information Systems;
Produces and maintains GIS datasets;
Designs detailed geospatial applications to add to or enhance database entries relating to their display, modifications and utilization;
Under direction of supervisor, assists in the development and coordination of GIS data and projects, including and updating and attributing geographic databases and data conversion between GIS systems;
Under supervision of higher level technicians, assists in the installation and testing of new versions of GIS software;
Performs analyses and quality control of geospatial data collection and conversions;
Participates in GIS data distribution functions;
Assists higher-level technicians and technologists in responding to requests for geospatial/ map products;
Reviews planning and environmental aspects of proposed physical development projects.

FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS:

Good knowledge of Geographic Information Systems theory, principles, techniques and equipment in an on-line relational database environment; good knowledge of and experience with Geographic Information Systems software, system design configurations, PC networking environments and communications protocols; good knowledge of the use and operation of computer hardware, peripheral equipment, and software installation; ability to plan and supervise the work of others; understanding and interpreting maps, aerial photography, survey data and other source materials used in map construction; ability to edit the work of other GIS technicians; provide training for lower level GIS technicians; assist in the acquisition and editing of vendor prepared mapping; serve as lead for special geospatial projects; produce and maintain GIS datasets; sound professional judgment; industriousness and dependability; excellent verbal and written communication skills; initiative and resourcefulness; physically capable of performing the essential functions of the position with or without reasonable accommodation.

MINIMUM QUALIFICATIONS:

- A) Graduation from a regionally accredited or New York State registered four year college or university with a Bachelor's degree in Geographic Information Systems, Geography, Urban or Regional Planning, Computer Science or a related field and one year experience implementing and administering Geographic Information Systems software; or:
- B) Completion of a minimum of 60 semester credit hours from a regionally accredited or New York State registered two or four year college or university with a major in Geographic Information Systems, Urban/Regional Planning, Geography, Computer Science or a related field and three years experience implementing and administering Geographic Information Systems software; or:
- C) Five years experience implementing and administering Geographic Information Systems software; or:
- D) An equivalent combination of training and experience as defined by the limits of (A) and (B).

NOTE: Verifiable part-time and/or volunteer experience will be pro-rated toward meeting full-time experience requirements.