



Santa Cruz Regional 9-1-1
invites applicants for the position of:
**Geographic Information
Systems (GIS) Technician**

JPA—138
An Equal Opportunity Employer

SALARY: \$24.98—\$35.15 per hour
(Placement in salary range depends upon qualifications)
40 hours per week, full benefits

OPENING DATE: 9/4/2018

CLOSING DATE: 10/1/2018

[Tentative Recruitment Schedule](#)

9/4/18	Recruitment Opens
10/1/18	Recruitment Closes
10/10/18	Interviews Begin
11/5/18	Start Date

THE POSITION: Under general supervision, the GIS Technician performs a variety of activities in support of the 9-1-1 and Computer-Aided (CAD) Dispatch systems. Primarily, the incumbent will use computer-based geographic information systems (GIS) tools for the purpose of creating and maintaining GIS databases, maps, and other geographic computer files, and perform additional work for the Systems Division as required.

TYPICAL TASKS

- Uses GIS computer workstations, programs and related equipment to develop and maintain computerized maps and map layers for use with computer-aided dispatch and 9-1-1 systems.
- Interprets and applies information from external sources to accurately update and maintain SCR9-1-1's GIS databases.
- Maintains data consistency with related sources such as other local government GIS entities and MSAG.
- Performs quality assurance to validate GIS layers for accuracy; identifies and corrects geofile errors.

APPLICATION PROCESS

Applications are accepted by our Administrative Office at 495 Upper Park Road between 9:00 AM and 4:00 PM Monday through Friday. Delivery by Fax (831-471-1010), mail, or in person is acceptable. Resumes in lieu of applications are not acceptable (obtain an application and supplemental questionnaire from SCR911's website at www.scr911.org).

MINIMUM STANDARDS

- At least 18 years of age
- Graduation from high school or equivalent
- No felony convictions; must pass a background check
- Minimum employment standards for all classifications are available from the SCR911 Administrative Office

QUALIFICATIONS

College-level coursework in GIS, information systems or related fields; experience may substitute for education.

Knowledge of:

- Computer-based geographic information systems tools, specifically the ArcGIS suite from ESRI.
- Principles and practices of geographic information systems and GIS data management.
- Capabilities and limitations of related hardware including PCs, monitors, printers, disk storage and communications.
- Additional data management applications such as Microsoft Excel, Access and/or SQL Server.

Skills and Abilities:

- Establish and maintain effective working relationships with personnel both internal and external to SCR9-1-1.
- Give continuous and meticulous attention to detail.
- Perform repetitive motion; use a computer keyboard and mouse with precision.
- Work closely with numerous and diverse organizations and personnel to accomplish GIS related tasks and projects.
- Work with and maintain the confidentiality of sensitive information.

Preferred Qualifications:

- Working knowledge of Python or other scripting language
- Experience working in public safety and/or local government