



CAREER OPPORTUNITY

Position Title:	GIS Asset Technician (Temporary to December 20, 2024)
Competition Number:	2024-40
Department:	Community, Engineering, Development & Planning
Closing Date:	Monday, September 16, 2024
Salary:	\$25.33 hourly

The City of Corner Brook is presently accepting applications for the temporary unionized position of GIS Asset Technician within the Department of Community, Engineering, Development & Planning. The GIS Asset Technician, under the direction of the GIS Administrator, will provide research/data analysis, system design, programming, and support of computer-based GIS/GPS mapping and related statistical software. The GIS Asset Technician will be proficient in GIS layering, the use of automated GIS tools, and the interpretation of geographical source data. This position will carry out routine tasks independently while receiving close supervision with more complex GIS related tasks.

As the GIS Asset Technician, you will be expected perform these key responsibilities:

- **GIS Data Management:** Perform basic data analysis, spatial queries, and digitization/editing of GIS data for various projects.
- **System Design & Programming:** Support GIS/GPS mapping systems and related statistical software, including system design and programming.
- **Software Assistance:** Aid City staff with GIS software usage and troubleshooting.
- **Database Development:** Assist in the development and maintenance of digital mapping and infrastructure databases for asset management, including inventory and condition assessments.
- **Data Migration:** Convert existing CAD drawings into GIS data and create links between spatial and relational databases.
- **Asset Management:** Participate in asset management solutions related to infrastructure, corporate assets, and real property using GIS technology.
- **Community Engagement:** Work with community members to gather information and provide support in GIS applications.
- **Mapping & Reporting:** Create maps, plans, drawings, and other digital products; produce spatial products, terrain models, and descriptive statistics; and conduct program and manual analysis.
- **Data Integrity:** Maintain data integrity, update databases, and ensure compliance with GIS standards and policies.
- **Field Work:** Conduct mapping research, field surveys, and data gathering to ensure data accuracy.
- **Collaboration:** Work with local GIS stakeholders (e.g., government, learning institutions) to compare and share data.
- **Support:** Provide aid and support to other GIS users.
- **Compliance:** Adhere to OH&S Regulations and City policies.

This position will require you to work in an office environment as well as in the field. Environmental conditions will vary depending on the time of year and work being performed. Frequent dealings with the public and business owners and sitting and walking for an extended period may occasionally be required

The successful applicant must possess a Diploma in GIS Technology from a recognized post-secondary institution with a minimum of 3 months related work experience is required. Individuals must have knowledge and skill in the operation of GIS equipment, including computer hardware, plotter/printer setup

and GPS and be proficient in the ESRI/ARC/GIS suite of software products. A valid NL Class 05 driver's license is required along with a driver abstract. The successful candidate must be capable of being insured and maintaining insurability under the city's insurance policy.

The City of Corner Brook will provide support throughout the recruitment process to applicants with disabilities, including accommodation that considers an applicant's accessibility needs. Candidates are encouraged to discuss specific needs with the City's Human Resources division, by emailing hr@cornerbrook.com

The City of Corner Brook thanks all applicants for their interest; however, only those selected for an interview will be contacted.

Please submit résumés, **giving complete details of qualifications**, and stating competition number to the Human Resources Office via e-mail careers@cornerbrook.com