

Atlantic Municipal Utilities is seeking a GIS Technician

Location: Atlantic, IA

Compensation will start at \$21.31 – \$26.64/hour, commensurate with experience. We also offer generous benefit and retirement packages.

General Statement of Duties:

Maintain detailed utility distribution system maps. Provides Geographic Information Systems (GIS) mapping of utility facilities. This will require maintaining Geodatabases, GIS layers, collecting field data, and distributing GIS updates to online maps and applications. Also assists with other IT functions at the direction of the IT Coordinator.

Responsibilities and Duties:

GIS Functions

- Prepares & maintains maps and data of Utility facilities and infrastructure
- Serve as primary contact for GIS, assisting field personnel with facility locates
- Create, edit and maintain GIS feature datasets, non-cadastral features and tabular GIS data
- Perform data entry functions related to ongoing data maintenance of GIS data
- Provides hardware and software support and investigates and resolves problems with GIS related systems and users.
- Work with field personnel to ensure timely and accurate data is obtained
- Responsible for updating and maintaining GIS maps, including data collection and data editing
- Assists with preparing, acquiring, recording and filing easements as assigned

Additional Duties

- Backup critical IT functions at the direction of the IT Coordinator
- Performs other related work duties as assigned
- May work overtime during system disturbances and emergencies

Required Knowledge, Skills, and Abilities:

- Knowledge of ArcGIS Desktop and Basic Geoprocessing tools/map Functions
- Knowledge of methods and practices involved in GIS data collection
- Administer ArcGIS Online Account
 - Analysis and conversion tools, Data driven pages
 - Share Maps to ArcGIS online
 - Maintain online data
 - Create and maintain web maps and applications
- Knowledge of ArcGIS Collector for field data collection
- Know how to use/troubleshoot GNSS receivers (Arrow 100)
- Knowledge of how to run and edit Python scripts

Basic knowledge of computers including Microsoft Office Suite products; Ability to use Internet and other specialized software to extract and record data; Basic knowledge of networking principals; must maintain good physical condition; Know how to obtain relevant third party data for basemaps and data requests; Ability to work cooperatively and maintain effective working relationships to accomplish job responsibilities; a valid Iowa Driver's License must be maintained; must meet AMU residency requirements.

Required Experience and Training:

Minimum of Associate's Degree in GIS, Drafting and Design, Construction or Civil Engineering Design Technology, Computer Science, or a related field, or a minimum of 2 years related on-the-job experience using GIS and mapping software and technology or any equivalent combination of education, training and experience that demonstrates the ability to perform the duties of the position.

Please submit resume to HR@amu1.net

To view the complete Job Description, please visit www.amu1.net/job-opportunities