GIS Technician

Tracking Code  240-132
https://carollo-openhire.silkroad.com/e postings/index.cfm?fuseaction=app.dspjob&jobid=240&company_id=17132&version=1&jobBoardId=3338

This is a junior technician position. The position requires comprehensive proficiency in ESRI ArcMap software, ArcGIS Online, and a demonstrated knowledge of GIS data processing and analysis capabilities. This position also requires a good understanding of engineering exhibit development in the area of water and wastewater infrastructure. Job duties will also include the coordination of figure production activities between multiple disciplines at the project level, understanding of GIS data processing techniques, and a working knowledge of current GIS techniques, tools, and processes.

Essential Duties and Responsibilities

- Manage operation of GIS equipment, software, data, and products
- Ability to create, maintain, and update GIS databases
- Operate computer workstation to update maps, perform data analysis, and develop figures and drawings to communicate project findings and recommendations
- Able to work with minimal direction and minimal supervision to produce engineering documents and related material
- Working knowledge of basic survey practices and an understanding of coordinate geometry
- Ability to develop working drawings for civil site plans (gridding, drainage, and paving) from sketches (determines scales, layout, and need for specific detail)
- Advanced knowledge in the use of ProjectWise, Microsoft Office Software
- Ability to generate Digital Terrain Models (DTM) from survey data
- Basic ability to calculate cut and fill quantities
- Coordinates work activities with other discipline designers and engineering staff
- Complies with company policies and procedures and conforms to the Carollo GIS Drawing Production and Database Management Standards to ensure quality control
- Working knowledge of water, wastewater, and infrastructure planning, modeling and design
- Basic understanding of converting data between MicroStation, AutoCAD, and GIS

Required Skills

- Advanced proficiency in ArcMAP, ArcGIS Desktop, ArcGIS Online, as well as a basic knowledge of MicroStation and AutoCAD
- Good communication skills, both written and verbal

Required Experience

- High School Diploma or GED equivalent
- At least two years of GIS related experience

Preferred Education and Experience

- Two-year technical or Associate Degree in Geographical Information Systems
- At least two years of experience in engineering or related field

Job Location: Reno, Nevada, United States
Position Type: Full-Time/Regular