

GIS Technician



This opportunity is simple: we're inviting you to bring your skill and talent to our organization through the role of **GIS Technician!**

We're looking for a dynamic team member ready to contribute to our vision of being a community of communities where all people belong. We're excited about this role and the opportunity it presents for the successful applicants, our organization, and our community.

Our commitment is to be a diverse and inclusive workforce representative of the communities we serve at all job levels. If you are ready to take on the challenge, we invite you to consider joining us in our mission of providing municipal services to residents, businesses, and organizations in a friendly, effective, and innovative manner.

We encourage applications from Indigenous People, Persons of African Descent, and other Racially Visible Persons, Persons Living with Disabilities, Gender Diverse Persons, and members of other historically underrepresented communities. While we recognize the inherent difficulty of doing so, if you are a member of a traditionally excluded or marginalized community, you are encouraged to self-identify in your cover letter or your resume.

Primary Responsibilities

- Maintain GIS data within a versioned ESRI SDE Enterprise geodatabase following GIS best practices and proper quality control protocols, including peer review.
- Digitize information from hard copy and soft copy sources such as survey plans and imagery.
- Prepare maps based on requests from internal and external partners.
- Develop online maps and map applications in ArcGIS Online and Portal for ArcGIS.
- Geoprocessing and data analysis based on requests from internal and external partners.
- Attend meetings as required to provide GIS technical expertise on various projects.
- Support major project work which may include analysis of floodplains, zoning, coastal erosion, wellfields, historical development patterns, population density and agricultural activities.
- Responsible for GIS work supporting one or more of the following functional domains within the Municipality:
 - Civic Addressing
 - Land Use Planning
 - Engineering
 - Asset Management
- Field data collection and validation may be required.

Candidate Profile

Education and Experience

- Geographic Information Systems diploma or equivalent education / training with 2 to 4 years related experience.
- Extensive knowledge of cartographic elements and principles.
- Competency in statistical analysis, and geoprocessing methods and tools.
- Experience with the following software applications or equivalents: ArcGIS Pro, ArcGIS Online, Portal for ArcGIS, NS Property Online Services, and graphic design software.

Knowledge, Skills, and Abilities

- Adept at reading survey plans, as-built documents, researching property titles and conducting deed searches.
- Familiar with municipal land use planning tools and processes.
- Working knowledge of civic addressing and NSCAF is considered an asset.
- Working knowledge of asset management practices is considered an asset.
- Strong knowledge of computer applications within a Windows environment with an emphasis on Microsoft Word, Outlook and Excel.
- Strong communication skills.

Compensation & Benefits

This is a full-time unionized position that is governed in accordance with the Collective Agreement between the Municipality of the County of Kings and CUPE, Local 2618-01. Compensation includes a competitive salary and a benefits plan - including a pension plan (8% employer & 8% employee match)! Salary will be Level 6 (\$30.92/hr - \$36.88/hr) of the Municipal Pay Band. Hours of work will be Monday to Friday 8:30am to 4:30pm (35 hours per week).

For a detailed job description please click [here](#).

Extra Details

The Municipality of the County of Kings is a community of communities, both urban and rural, offering an exceptional lifestyle to residents. With a population of more than 60,000, the Kings Region offers full-service amenities you'd typically find in more urban environments in quaint small towns with vast rural landscapes and amazing vistas.

Learn more about our region, our organization and our commitment to Equity and Diversity [here](#).

How to apply

Send us your resume and cover letter merged into a single PDF with the position title in the email subject line. Help us understand how your talent and experience will help us achieve our vision, mission, and goals. Don't be afraid to be personal! We are excited to get to know you.

Send your complete application package to Cathy Nichols, Human Resources Manager at workhere@countyofkings.ca by **4:30pm Friday April 26, 2024**.

In order to provide an equitable experience for all candidates, the Municipality is happy to offer accommodation, adjustments and changes throughout our recruitment process. Persons who anticipate needing accommodations for any part of the recruitment process may contact, in confidence, workhere@countyofkings.ca.

Note: Offer of employment is conditional upon the completion of all applicable background checks and confirmation of credentials, the results of which must be satisfactory to the employer. Checks may include one or all of the following: Reference/Employment Verification, Criminal Background, Vulnerable Sector and Education.

We thank all applicants for their time and effort in applying however, only applicants selected for an interview will be contacted.

