

GIS TECHNICIAN - TERM (12 MONTHS)

Position ID: J1024-0118

Job Type: Term Full Time

Department: IT Data Services

Number Of Positions: 1

Min Salary: \$62,288.00/Year

Max Salary: \$77,860.00/Year

Closing Date: Oct 23, 2024

As one of the fastest growing cities in Alberta, the City of Airdrie is a recognized leader in building a vibrant and sustainable community through innovation.

At the City of Airdrie, incredible opportunities happen every day in a flexible work environment that is tailored to each department. Our inclusive culture and values create a workplace where we welcome aspiring, driven and creative individuals to help us accomplish our business and community goals. We are supportive of one another, and we have fun while we serve our community. We are passionate about improving the lives of our residents through care and respect; that is the foundation of our organization. At the City of Airdrie, we learn, grow and accomplish great things together.

If you have a passion for building a better community and are ready to join the excitement, we'd love to hear from you!

The Opportunity:

As part of the IT Data Services department, this position will be responsible for the assignment and creation of municipal addressing, and quality control prior to delivery to internal departments. This position is also responsible for the creation of high quality cartographic products, performing basic spatial analysis and geoprocessing. The GIS Technician will work collaboratively with the GIS team to support the corporate initiatives.

Other Responsibilities include:

- Work with internal departments to complete and communicate routine municipal addressing and data maintenance to support both internal and external partners
- Author high-quality cartographic products, including: paper/pdf maps, map books, and web mapping applications. Examples such as: SDAB Adjacent Property Maps, Land Use Amendments, meeting room map etc.
- Perform basic spatial analysis/geoprocessing, data editing and data management for both standard operations and dedicated solutions

- Interpret imagery and participate in Quality Control procedures
- Update and maintain documentation of workflows and procedures
- Operate within an Esri SDE environment and comply with data-related policies
- Provide GIS support to the Emergency Operations Center (EOC) during training and EOC activations
- Convert CAD files to GIS for integration into SDE Feature Classes and CMRB Submissions
- Manage monthly registered parcel updates as well as the consequent address attributes and other geometry updates

You Bring:

- Minimum of 1 year of prior work experience in a GIS position is preferred
- Minimum of 1 year of experience with the ESRI ArcGIS Desktop and ArcGIS Pro (basic proficiency in Esri ArcGIS Desktop and ArcGIS Pro)
- Knowledge of spatial reference systems, data conversion, and basic querying using SQL
- Experience working with AutoCAD would be considered an asset
- A keen focus on customer service and a high level of attention to detail
- Proficiency in Microsoft Office (particularly Word, Outlook and Excel)
- Ability to prioritize between multiple tasks, stay organized, communicate effectively with customers, and deliver solutions on set deadlines
- A keen focus on customer service and a high level of attention to detail
- Strong written and verbal communication skills
- Ability to work collaboratively as part of a team
- Ability to maintain and establish effective working relationships
- Ability to troubleshoot and work with senior team-members to solve problems

We Offer:

Along with a competitive compensation program and City paid health and dental premiums, our employees also enjoy:

- Excellent health, dental, paramedical, and benefits plan
- Career development and tuition reimbursement
- Employee discounts, annual adult Genesis Place pass, social events, and health & wellness initiatives

Continuous learning through training and development is encouraged as are flexible work arrangements, when possible. We recognize that our people work best when they feel engaged in their environment and appreciated for their efforts and our overall benefits package reflects that.

Additional Information:

This full time 12 months term position (37.5 hours per week) includes a comprehensive benefits package.

Please provide a cover letter along with your resume as a means of introducing yourself and your interest in this role.

Next Steps:

Candidates are invited to apply online at www.airdrie.ca

Postings close at 9 p.m. on the closing date listed in the posting. We recommend applying as soon as possible as we are not able to accept late applications.

Please review the job competition carefully and be sure to attach any specifically requested documentation in the My Documents section of your application.

Interviewing and hiring may commence prior to the posted closing date.

Thank you for your interest in the City of Airdrie.