

Job Title: Mapping Technologist

Requisition ID: 2642

Affiliation: CUPE Municipal

Position Type: Permanent Full Time

Number of Openings: 1

Bi-weekly Working Hours: 70 hours bi-weekly

Shift/Work Schedule: Monday to Friday

Department/ Branch: Asset Management Branch

Job Location: Fort McMurray

Pay Level: PL10

Start Rate: \$ 48.18

Permanent Rate: \$ 56.63 (Permanent rate effective after completion of probation)

COLA: Bi-Weekly - \$480

Posted (dd/mm/yyyy): 21/12/2024

Closing Date (dd/mm/yyyy): 05/01/2025

Posting Type: Internal and External

GENERAL DESCRIPTION:

Under general supervision, the Mapping Technologist is responsible for the creation and updating of various Geographic Information Systems (GIS) mapping products including hard copy, digital, online, and interactive web maps. The incumbent is also responsible for using, adhering to, and maintaining map templates required for specific mapping and presentation products. These include but are not limited to those required for Legal, Legislative Services, Bylaw, Planning and Development and Council mapping needs.

RESPONSIBILITIES:

- Use digital mapping techniques and GIS software to generate maps and related graphs and charts.
- Operate specialized computer hardware and software to model, manage, analyze, and display geospatial data.
- Process digital data to compile geographical information in numeric and graphic formats.
- Provide data to be used in GIS.
- Generate mapping products for the municipal website intended for public consumption.
- Coordinate and create mapping displays and content for presentations for use with council presentations and public information sharing.
- Create and follow procedures to populate and modify data in Enterprise GIS databases on layers such as street names, area codes, land use zoning, civic addressing, etc.
- Provide ongoing support to staff and public on the availability and location of mapping and database content.
- Update GIS data and mapping on the municipal website.
- Develop, update, and maintain GIS web mapping products through AGOL or other cloud technologies.
- Create and maintain process documentation and how-to manuals detailing procedures required to generate maps and other products.
- Field data collection and observation as needed.
- Perform other duties as required.

QUALIFICATIONS

KNOWLEDGE, SKILLS, AND ABILITIES:

- Demonstrated knowledge of GIS software and its application in mapping, querying, geoprocessing data and creating cartographic products.
- Understanding of coordinate and projection systems, converting between systems, and the ability to determine which systems are most appropriate for municipal use.

- Proficiency in operation of software such as ESRI ArcGIS Desktop applications (ArcMap 10.x and/or ArcGIS Pro, ArcGIS Online), and Microsoft Office Suite.
- Maintains skillset at pace with GIS industry to adapt to new technologies as they arrive.
- Ability to design, build, and maintain automated processes for the creation, manipulation and updating of GIS datasets.
- Working knowledge of municipal bylaws relating to mapping of land use zoning.
- Ability to work independently and to effectively schedule work to meet service demands.
- Ability to communicate effectively both verbally and in writing.
- Actively seeks to understand information communicated by listening and asking for clarification when needed.
- High degree of attention to detail and accuracy.
- Ability to analyze information from a variety of sources and accurately combine, modify, manipulate, or present in a concise manner.

EDUCATION AND EXPERIENCE:

- Diploma in Geographic Information Systems (GIS).
- Two (2) years of directly related experience using GIS software is required.
- Experience with GIS mapping in a municipal environment is an asset.

OTHER REQUIREMENTS:

- Submission of a criminal record check.

SAFETY:

As an employee of the Regional Municipality of Wood Buffalo, the incumbent is responsible for understanding and actively participating in the RMWB's health and safety management system, including all policies, practices, procedures, as well as properly utilizing all control measures including the required use of personal protective equipment. All employees must take reasonable care to protect the health and safety of themselves and others, as well as immediately report any concerns, near misses, incidents, and hazardous conditions to their supervisor.

**To apply: Please visit our website at jobs.rmwb.ca
Current employees must apply through the internal careers site.
We appreciate the interest of all applicants; however, only those individuals
selected for interviews will be contacted. Late applications will not be accepted.**