Join the City of Medicine Hat as a Junior GIS Analyst
Temporary (Up to 12 Months), Full-Time, On-Site

Are you passionate about using Geographic Information Systems (GIS) to meaningful impact in your community? Join our Municipal Works engineering team as a Junior GIS Analyst and help shape the future of our city's infrastructure. This is a fantastic opportunity for a detail-oriented GIS professional who thrives in a collaborative environment and enjoys working with cutting-edge technology to support data-driven decision-making.

Your key responsibilities

- Capture, maintain, and manage GIS data related to Municipal Works infrastructure.
- Utilize GIS, AutoCAD, and database software to access, edit, and develop applications for asset management and infrastructure inventory.
- Create, update, and manage infrastructure databases, inventory, and as-built drawings.
- Prepare detailed maps and plans to support municipal operations and decision-making.
- Operate survey equipment for data collection and processing.
- Provide support and training to field personnel and department staff on GIS software and database applications.
- Ensure clear and timely communication of GIS-related data across teams and departments.
- Collaborate with various internal and external partners, including Operations, Engineering, consultants, and developers.

What you bring

- Intermediate proficiency in ESRI software suite (ArcMap, ArcGIS Pro, ArcGIS Server, ArcGIS Online, FME, Python, ArcSDE, Field Maps).
- Working knowledge of AutoCAD, survey, and GPS equipment.

- Strong organizational skills with the ability to manage and convert spatial data into different formats.
- Excellent communication and interpersonal skills to effectively collaborate with multiple individuals and groups.
- Ability to work independently while following department guidelines and protocols.
- Strong oral and written communication skills.
- Ability to prioritize tasks and manage workload efficiently.
- Experience with Cityworks software and utility networking is an asset.

Qualifications

- Completion of a two (2) year diploma in GIS, Computer Science, or Information Technology from a recognized post-secondary institution.
- Two (2) years of related work experience, including experience with parcel/infrastructure information systems, GIS databases, and ESRI ArcGIS desktop software. Municipal and/or utility environment experience is preferred.
- Valid Class 5 Alberta Driver's License with an acceptable driving record.
- An equivalent combination of management approved training and education may be considered.

Why join us?

- Make a Difference: Contribute to the growth and development of our employees, fostering a culture of continuous learning and professional advancement.
- Collaborative Environment: Work with passionate professionals dedicated to achieving excellence and driving positive change.
- Career Growth Opportunities: Access ongoing training, development programs, and advancement opportunities to support your professional growth.
- Competitive rate of pay starting at $32.97 per hour

#brightideas