GIS ANALYST

West Kelowna is a thriving city that has a rural sophistication appeal and is a haven for outdoor recreation. Sun-soaked lakeshores, agricultural charm, and access to urban jobs and living have made West Kelowna the place to be. We maintain a deep connection with our agricultural roots, and we celebrate the one-of-a-kind character of our community.

What We Offer:
Improved vacation package, 3 weeks prorated in 1st year/4 weeks vacation at 2 years, competitive salaries, excellent benefits, numerous employee wellness incentives, an earned time off program and professional development opportunities. Build your future with a City who was proudly presented the 2023 BC Municipal Safety Association Organizational Safety Excellence Award for leadership, dedication, and diligence in creating a safer and healthier workplace.

Summarized Position Responsibilities:
The GIS Analyst will design, configure, and manage the organization's GIS platform, ensuring efficient system performance and compliance with data governance standards. Key duties include identifying system inefficiencies and recommending improvements, managing GIS servers and environments, and administering an RDBMS using Microsoft SQL Server. The role involves designing and maintaining an Esri Enterprise Geodatabase, developing web applications and tools in ArcGIS Online/Portal and VertiGIS Studio (GeoCortex Essentials), and troubleshooting GIS application issues. Additionally, the Analyst will support data capture processes using desktop, web, and mobile applications, including GPS technology. Responsibilities also include preparing user documentation, providing training, and collaborating with business units to define system requirements. The GIS Analyst will conduct data analysis, create maps and reports, and automate processes using programming languages such as SQL, Python, JavaScript, and ArcPy. The role will also involve supporting cartographic standards and assisting in project prioritization to meet organizational needs, involved with data updates, workflow development and processing a variety of data and mapping requests. This role is integral in applying best practises with data QC and GIS governance standards for local government services.

Our Ideal Candidate:
The ideal candidate will hold a degree in Geographic Information Systems or a related field such as Geography, Environmental Science. An equivalent combination of education and experience will be considered. A minimum of 5 years of progressive experience in GIS technology application and administration, preferably in a local government setting, is required. The candidate must be able to obtain and maintain a Police Information Check and hold a valid Class 5 BC Driver's License.

The ideal candidate will have extensive experience with Esri ArcGIS platforms (ArcGIS Online, Pro, Enterprise) and VertiGIS/GeoCortex applications, including web configuration, workflow development, and reporting. Expertise in managing multi-user, versioned geodatabases within Microsoft SQL Server and knowledge of web/server architecture and security protocols are essential. Proficiency in programming languages like Python, SQL, Arcade, ArcPy, JavaScript, HTML, and CSS is ideal. Familiarity with BC Land Title Survey & Authority & BC Assessment data, AutoDesk Civil3D, and ETL processes is also important. Strong attention to detail and skills in data analysis, editing, and reporting with Esri tools, along with the ability to stay current with technology, prioritize tasks, and collaborate effectively, are key for success in this role.

Applications are accepted online at westkelownacity.ca/jobs. We thank all applicants for their interest; however, only those selected for further consideration will be contacted. We will be contacting applicants who meet our requirements as applications are received and this posting may close ahead of the official closing date if a successful candidate is identified.

Competition No. 25-25E | Opens April 9, 2025| Closes May 12, 2025
Full Time – Permanent | 35 hrs/wk | $48.49/hr
Benefits | Municipal Pension Plan| Earned Time Off Program| 4 wks vacation @ 2 yrs
Hybrid work options may be considered within BC