

# **GEOGRAPHIC INFORMATION SYSTEMS TECHNICIAN I**

**Department: Planning and Development**

**Classification: Competitive**

**Specification Number: 3330**

**Approved: 11/8/24**

**Revised: By JG**

## **MINIMUM QUALIFICATIONS**

### ***OPEN COMPETITIVE***

Graduation from a standard senior high school or possession of a high school equivalency diploma, and two (2) years of experience in computer-aided drafting, design or map drafting, or with a Geographic Information System.

### **NOTE:**

Education from a college with federally-authorized accreditation or registration by NY State beyond high school in geography, planning, cartography, natural or environmental sciences, or in computer science may be substituted for experience on a year-for-year basis.

## **DISTINGUISHING FEATURES OF THE CLASS**

An employee in this title is responsible for utilizing a Geographic Information System to create and maintain maps and a variety of other planning information. Direction is received from a higher-level Computer Graphics Technician. Does related work as required.

## **TYPICAL WORK ACTIVITIES**

- Conducts digitizing of maps and other information using a digitizing tablet or software;
- Assigns attributes to digital data using aerial photographs and surveys;
- Edits files; prints hard copy maps of outputs created;
- Maintains and updates Geographic Information System coverages.

## **KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS**

Good knowledge of a Geographic Information System; good knowledge of the principles and practices of map drafting; good knowledge of data file management; ability to read and interpret maps, charts, plans and surveys; ability to express oneself clearly and concisely, both orally and in writing; physical condition commensurate with the demands of the position.