GIS Intern
Job Description

Summary:
Under general direction of the GIS Manager and Director, collects and receives data from GPS equipment and field operations.

Example of Duties:
1. Under direction of the GIS Manager, prepare maps for aerial spray application and submit to pilot. Follows procedures for map submission and retrieval of finished work from the pilot.
2. Imports collected GPS field data into a GIS database. Maintains the GIS database to ensure data accuracy. Applies quality control procedures and regular back-ups for data security.
3. Assists in unmanned aerial vehicle (UAV) mosquito larval control applications. Assists in transporting, set up, creating maps, and unloading material for UAV applications for larval and adult mosquito control.
4. Prepares reports based on collected data to be used as a tool in mosquito abatement efforts.
5. Provides technical support to users and trains staff in effective use of applications as needed.
6. Performs related duties as assigned including fieldwork to verify efforts.

Minimum Qualifications:
Must have a high school diploma and a minimum of one year of college-level coursework in computer science, information technology or a related field. Experience in general computer installation, maintenance and repair experience is preferred; or an equivalent combination of education and experience sufficient to successfully perform the essential duties of the job as list above. Must have excellent technical writing and database management skills. A working knowledge of computer networking and systems administration.

Knowledge, Skills, and Abilities:
Must be proficient in a number of computer applications, but must specifically possess skills in database management systems. Must have ability to interpret data and spatial attributes of data. Must have a working knowledge of cartography and map design best practices. Must have a sound working knowledge of Arc GIS Desktop, Arc GIS Server, Arc GIS Online, Model Builder, Python, Terrasyne, GPS Pathfinder Office, html 5, web mapping design and creation, Excel, Access. Have a desire to gain an understanding and knowledge in mosquito abatement or related field of vector control, with experience in handling various activities and assignments throughout the full range of services performed by a mosquito abatement district.