GIS Utilities Analyst

Bachelor’s Degree in Geography or related field with emphasis in Geographic Information Systems and/or computer modeling and one (1) year of experience using Geographic Information Systems (GIS) or complex modeling programs; or equivalent combination of education and experience which provides the required knowledge, skills and abilities. Knowledge of GIS theory, water and wastewater modeling concepts, database design, and understanding of inter-application communication.

To view complete job announcement, click on job title. For your convenience we have attached the application and supporting documents below, please print all documents and return to our office in person or mail to: Human Resources, 201 West Gray Bldg C, Norman, OK 73069

- Employment Application
- EEO Survey
- Waiver and Release

Posting Information

Department: Utilities - Administration
Location: 201-A West Gray
Shift: 8:00 a.m. to 5:00 p.m., Monday through Friday (or as requested)
Salary: $23.30 - $33.18 per hour
Date Posted: Mon, 08/24/2015 - 8:00am

Job Description

Duties: Operate the wastewater and water models regularly to determine the impact of rehabilitation and new development upon the City’s utility infrastructure. Use GIS technology to maintain current utility databases required to support wastewater and water system modeling and infrastructure asset accounting as required by GASB34. Provides technical support to end users of the Cityworks work order software. Provides the staff and public with maps, reports, presentations, data and other information to aid in various decision-making processes. Design and implement ArcGIS interfaces to aid in production of standard map products using appropriate programming language. Design and implement ArcGIS web mapping applications to provide additional accessibility to utility information to the Utility staff and public. Provide technical support for users of ArcGIS programs. Train city staff to use GIS programs. Perform other related work as required.

Working Conditions: Works in a normal office environment where there are little or no physical discomforts associated with changes in weather or discomforts associated with noise, dust, dirt and the like.

Job Requirements

Education and Experience: Bachelor’s Degree in Geography or related field with emphasis in Geographic Information Systems and/or computer modeling and one (1) year of experience using Geographic Information Systems (GIS) or complex modeling programs; or equivalent combination of education and experience which provides the required knowledge, skills and abilities.

Knowledge: GIS theory, water and wastewater modeling concepts, database design, and understanding of inter-application communication.

Skills: Expertise in at least one of the following programs: ArcGIS by ESRI, Cityworks, or Innovyze. Competence using Microsoft Office, Structured Query Language (SQL), Python, JavaScript and HTML.

Mental & Physical: Mental/visual insight required to function for sustained periods of concentration, working under pressure of deadlines, and continued interruptions in concentration from staff requiring assistance. Analytical abilities are required to interpret data, recognize discrepancies contained in data, and correct or determine the cause of discrepancies. Limited amount of physical ability required associated with walking, standing, lifting and carrying light objects (less than 25 lb.) 5-10% of work
time. Ability to maintain regular, predictable and punctual attendance.

Additional Information:
Selected applicant must pass background investigation and drug screen.