

GIS Analyst

Town of Brighton, New York

Title: GEOGRAPHIC INFORMATION SYSTEMS ANALYST

Full Time: 35 hours per week

Salary range: \$44,954 - \$57,330

DISTINGUISHING FEATURES OF THE CLASS: This is a mid-level technical position responsible for developing, implementing and maintaining a robust Geographic Information System, GIS, to be used to manage the assets of the Town of Brighton. Additionally, the successful candidate should have a good understanding of local municipal government processes, municipal planning, civil engineering concepts and site development. The employee reports directly to, and works under the general supervision of the Town Engineer –or other higher level staff members. General supervision is exercised over a subordinate staff. Does related work as required.

TYPICAL WORK ACTIVITIES: (All need not be performed in a given position. Other activities may be performed although not listed.)

Formats, produces and revises Town and other documents utilizing GIS and AutoCAD computerized system. Creates technical drawings, including charts and maps.

Utilize spatial analysis techniques to manipulate, extract, locate and analyze geographic data. Use geoprocessing tools and data analysis to explore the relationships between features. Develop workflow and GIS modeling techniques for Town operations. Use typical programming languages such as SQL, JavaScript, C++, Visual Basic and Java to automate redundant GIS processes and develop applications to monitor Town operations and assets.

Utilizes Python, ARCPY, JavaScript, AML and other application programming for data creation, analysis, project reporting, data conversion, data transfer, and graphic production. Designs, develops, and assists in managing GIS and asset management projects.

Understands legal descriptions, ordinances, right-of way maps, assessment maps, subdivision plans, and all other relevant records. Maintains and updates current Town mapping

Understand software licensing and procurement requirements.

Gathers data using Global Positioning System (GPS) hardware and software

Develops and implements desktop, server-based and web-based GIS projects.

Assist in reviewing site plans and applications for compliance with codes and regulations. Reviews plans for new development and updates existing maps. Track new development applications using GIS computerized system.

Develop asset database and associated mapping to manage Town infrastructure according to best practices & industry standards such as but not limited to, storm sewers, sanitary sewer, highways,

sidewalks, trails, trees and drainage improvements. Create and update project-specific geodatabases.

Develop efficient highway and sidewalk plow routes with the assistance of the Deputy Highway Superintendent and highway foremen. Develop mapping that drivers can easily access to follow their routes. Routes may be required to be compatible with GPS equipment

Develop a process to monitor and map snow plowing, leaf collection, yard debris collection and sidewalk plowing progress.

Develop website GIS applications to illustrate the progress of various Town activities.

Maintain, Update, and Manage the Town of Brighton's Stormwater Management Plan per the NYS DEC stormwater MS4 permit.

FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND PERSONNEL

CHARACTERISTICS: Good knowledge of municipal GIS applications; good knowledge of current GIS software products; good knowledge of statistical analysis techniques and methods; good knowledge of data base management utilizing various software programs; good knowledge of programming in various languages; working knowledge of the manner in which municipal governments conduct business; general knowledge of civil engineering concepts, general knowledge of municipal infrastructure, general knowledge of construction techniques, ability to schedule and coordinate work flow; ability to establish and maintain effective working relationships; ability to communicate effectively orally and in writing; ability to sort, arrange and file material; ability to perform work accurately; good judgment; physical condition commensurate with the demands of the position.

MINIMUM QUALIFICATIONS: Graduation from high school or possession of an equivalency diploma plus EITHER:

(A) Graduation from a regionally accredited or New York State registered college or university with a Bachelor's degree in Geographic Information Systems, Geography, Planning, Civil Technology, Engineering, Environmental Science, Environmental Management, or one of the natural sciences (physical and biological such as Biology, Botany, Chemistry, Earth Science, or a computer science/information technology field, plus one (1) year paid full-time or its part-time equivalent experience working with data and information analysis in either: planning, physical services or an engineering field, which must have involved the utilization of a Geographic Information System for data development and spatial analysis; OR,

(B) Graduation from a regionally accredited or New York State registered college or university with a Certificate in Geographic Information Systems or an Associate's degree in one of the fields mentioned in (A) above, plus three (3) years paid full-time or its part-time equivalent experience working with data and information analysis in either: planning, physical services or an engineering field, and at least one (1) year of which must have involved the utilization of a Geographic Information System for data development and spatial analysis; OR

(C) Graduation from a regionally accredited or New York State registered college or university with an Associate's, Bachelor's, or Master's degree plus four (4) years paid full-time or its part-time equivalent experience working with data and information analysis in either: planning, physical services, or an engineering field, at least one (1)

year of which must have involved the utilization of a Geographic Information System for data development and spatial analysis; OR,

(D) An equivalent combination of education and experience as defined by the limits of (A), (B), and (C) above.

SPECIAL REQUIREMENTS: If you are appointed, you will be required to possess a valid New York State license to operate a motor vehicle or otherwise demonstrate your capacity to meet the transportation needs of the position.

Generous benefits package including NYS Retirement System

HOW TO APPLY:

1. Send a resume and cover letter with references to:

Town of Brighton

Attn: Commissioner of Public Works

2300 Elmwood Avenue

Rochester, NY 14618

2. The Town will contact perspective applicants to schedule interviews; please do not call the offices directly.

The Town of Brighton is an Affirmative Action/Equal Opportunity Employer. We welcome job applications from qualified individuals without regard to race, color, religion, sex, national origin, age, disability, ancestry, family care status, veteran status, marital status, sexual orientation or any other lawfully protected status.