

WALLA WALLA COUNTY

Phone: (509) 524-2600 □ Fax: (509) 524-2603
P.O. Box 1506 □ Walla Walla, Washington 99362

EMPLOYMENT OPPORTUNITY

DEPARTMENT OF TECHNOLOGY SERVICES

Position: GIS Coordinator
Salary Range: \$3,886/mo. to \$5,200/mo. DOE, DOQ
Location: Technology Services
Employment Type: Full time, Benefits Apply, Courthouse Union

Open until filled, first review December 4, 2020

Brief Duties and Responsibilities: Oversees all GIS data, maintains GIS hardware and software, support GIS users, develops and maintains GIS website in coordination with the Technology Services Manager, coordinates and assigns addresses and road names, assist departments with GIS specific needs/projects, and work directly with the public on a per request basis. Support the MSAG Coordinator, Emergency Management, Community Development, Public Works, and all other county departments as needed. Works cooperatively and effectively with the public and other employees. See the job description for the complete list of essential functions and example of duties.

Qualifications: BA degree in a closely related field with (2) years' experience OR an AA degree in a closely relate field and four (4) years' experience. Proven proficiency with ERSI Arc GIS software is essential. Sign a Non-disclosure Agreement with the county. Complete local Public Records training and Criminal Justice Information System security training within one month of hire date. Must successfully pass a background check, fingerprinting and driving record check.

Working Environment/Physical Abilities: Work is performed in an office type setting with extended periods of sitting. The employee is frequently required to use hands to finger, handle, or feel objects, tools, or controls and talk and/or hear. The employee is occasionally required to stand, walk, climb or balance; reach with hands and arms; and stoop, kneel, crouch, or crawl. The employee must occasionally lift and/or move up to fifty (50) pounds. Specific vision abilities required by this job include close vision, color vision, depth perception, and the ability to adjust focus. This position requires good listening skills and regular and punctual attendance.

Application: Walla Walla County application, resume and cover letter required. Visit the County website at www.co.walla-walla.wa.us to download a copy of the job description and apply online. Mailing address: Human Resources, PO Box 1506, Walla Walla, WA 99362, voice (509) 524-2600 fax (509) 524-2603, email hr@co-walla-walla.wa.us

SELECTION IS BASED ON QUALIFICATIONS, TESTING, BACKGROUND CHECK, DRIVING RECORD CHECK, FINGERPRINTING, AND ORAL INTERVIEW.

EQUAL OPPORTUNITY / AFFIRMATIVE ACTION EMPLOYER / ADA COMPLIANT