CITY OF BAKERSFIELD
Department of Human Resources
1600 Truxtun Avenue,
Bakersfield, CA 93301
(661) 326-3773
http://www.bakersfieldcity.us

INVITES APPLICATIONS FOR THE POSITION OF:
Geographic Information Systems (GIS) Analyst
An Equal Opportunity Employer

SALARY
$4,681.03 - $5,691.05 /Month

ISSUE DATE: 09/24/14

FILING DEADLINE: 10/08/14 01:00 PM Pacific Time. The application filing may close any time after ten business days from the issue date of this job announcement if sufficient qualified applications have been received. Postmarks are not acceptable, therefore it is important to submit your application as soon as possible.

THE POSITION
Under general direction, assists in the development and maintenance of all facets of a City-wide Geographic Information System (GIS); acts as a project leader for GIS assignments; performs high level spatial analytical work; develops, writes, tests, and implements GIS software; performs complex database manipulation; develops and maintains City base map and associated layers; assists in the training of GIS staff and users; and performs other work as required.

REPRESENTATIVE DUTIES
The following typical tasks and responsibilities are representative of this class. They are descriptive, not limiting. Essential Duties: Assists in the development, operation, and maintenance of the City's GIS system; writes macros and high-level language routines to maintain and create access to GIS geography and associated tabular data; develops and maintains City base map and associated layers, including the parcel base map and all infrastructure features; performs document research and analysis in preparation for data entry; enters data through the use of Coordinate Geometry, digitizing and other data conversion methods; conducts quality assurance checks on entered data; performs high level spatial analysis; coordinates and maintains the City's land file and GIS addressing; trains GIS staff and users; and communicates clearly and concisely both orally and in writing.

MINIMUM QUALIFICATIONS

MINIMUM QUALIFICATIONS: Applications will be accepted only for those applicants who clearly demonstrate on the Completed City application, Supplemental Questionnaire, and resume that they have:

- Graduated from an accredited college or university with a Bachelor's degree in Computer Science, Geographic Information Systems, Geography, or related field; AND
- One (1) year recent experience working with a variety of GIS applications, preferably in local (municipal) government; OR
- Equivalent combination of education and experience.
- Possession of a valid California Class "C" Driver's License.
- Must be able to pass a police background check.

OTHER MINIMUM QUALIFICATIONS: Knowledge of: GIS products, techniques, procedures and concepts; at least two of the following GIS programs: ArcGIS (ArcInfo, ArcEditor, or ArcView), ArcIMS, ArcGIS Server, or other GIS Application (such as Intergraph, GeoMedia, or MapInfo); at least one of the following programming languages: Visual Basic, VBA, VB.NET, C#.NET, C++, or a scripting language (such as python or VB script); SQL (Structured Query Language); at least one of the following database programs: Microsoft SQL Server, DB2/AS400, and Microsoft Access; Windows operating system; AutoCAD, GPS, tax parcel recording process, and COGO desirable. Ability to: Develop GIS and database structures for implementation into the City's GIS system; train GIS staff and users; read and interpret planning, engineering and building maps and documents; carry out tasks independently with careful attention to detail; develop programming code to automate, simplify and enhance day-to-day GIS and database operations; develop and maintain effective working relationships with GIS users in other departments and agencies; communicate effectively both orally and in writing. Physical Conditions or Special Working

http://agency.governmentjobs.com/bakersfield/job_bulletin.cfm?JobID=9...
EXAMINATION (WEIGHTED: 100%)

EXAMINATION: A minimum passing score of 70% is required.

Oral Appraisal Interview (Weighted 100%) October 22, 2014 (TENTATIVE): An appraisal will be made of applicant’s training, education, experience, communication skills and personal qualifications for the position.

NOTE: Admission to the examination may be limited to those applicants who demonstrate the best combination of qualifications. Applicants possessing the minimum qualifications are not guaranteed admittance to the Examination. Employment applications must be properly completed in accordance with instructions on face of application form. All pertinent information needed to determine that the applicant meets the minimum qualifications must be shown on the City application, supplemental questionnaire, and resume otherwise, the application will be rejected. Resumes will not be accepted in lieu of completed application.

APPLICATIONS MAY BE OBTAINED AND FILED ONLINE AT:
http://www.bakersfieldcity.us
OR
1600 Truxtun Avenue,
Bakersfield, CA 93301

EXAM #00798  GEOGRAPHIC INFORMATION SYSTEMS (GIS) ANALYST
MM

http://agency.governmentjobs.com/bakersfield/job_bulletin.cfm?JobID=9...
Geographic Information Systems (GIS) Analyst Supplemental Questionnaire

* 1. Which best describes your highest level of education?
   - [ ] High School Diploma or GED
   - [ ] Associate's Degree
   - [ ] Bachelor's Degree
   - [ ] Master's Degree

* 2. Do you possess a Bachelor's degree in one of the following: Computer Science, Geographic Information Systems, Geography or related field?
   - [ ] Yes
   - [ ] No

* 3. How many years of recent work experience do you have working in a variety of GIS applications, preferably in local (municipal) government?
   - [ ] Less than 1 year
   - [ ] 1 - 2 years
   - [ ] 3 - 4 years
   - [ ] 5 years or more

* 4. Describe your recent work experience working with a variety of GIS Applications, preferably in local (municipal) government. Please include where you acquired this experience and for how long.

* 5. Describe your work experience with ArcGIS server. Please include where you acquired this experience and for how long.

* 6. Do you possess any of the following certificates below:
   - [ ] GIS Certificate from an accredited college
   - [ ] GISP Certificate through GIS Certification Institute (GISCI)
   - [ ] No

* 7. I understand that the Oral Appraisal Interview and Department Interview are tentatively scheduled for October 22, 2014. After my Oral Appraisal Interview, I may be required to meet with a representative(s) from the Information Technology Division for a department interview.
   - [ ] Yes
   - [ ] No

* 8. I understand that if I am no longer employed with an employer, that I must explain the Reason/s for leaving.
   - [ ] Yes
   - [ ] No

* 9. I understand I must submit a Resume to Human Resources by the filing deadline, in order for my application to be accepted. Resumes may be uploaded to your application, submitted to the Human Resources Office, City Hall 1600 Truxtun Avenue, 1st Floor, Bakersfield, CA 93301 or Faxed to (661) 852-2070. The Resume must reference the recruitment name and number (i.e. Geographic Information Systems (GIS) Analyst #00798) and submitted to the attention of Maria Mojica.
   - [ ] Yes
   - [ ] No

* Required Question