



Geographic Technology Specialist I -- GPS

Class Code:
114712

CITY OF SPARKS
Established Date: Jul 1, 2006
Revision Date: Aug 16, 2006

SALARY RANGE

\$19.22 - \$24.50
Hourly

\$3,331.58 - \$4,246.19
Monthly

\$39,978.90 - \$50,954.28
Annually

DESCRIPTION:

Perform routine utility locating assignments, GPS data-gathering, input, conversion and maintenance; create and maintain Geographic Positioning Systems (GPS) data by gathering raw GPS data; verify accuracy of data and compile attribute data for maps, plans and schematics used in locating City owned utilities and mark utility locations to industry standards within the city limits; this is the entry level class in this skilled technical series

EXAMPLE OF ESSENTIAL DUTIES:

Collect and create highly accurate data utilizing survey grade GPS gear and convert it into a GIS-compatible format

Receive, review, prioritize and schedule utility location requests; respond to emergency location requests; communicate with personnel from various City departments, regional utilities, contractors and the general public regarding the location, inspection and mapping of utilities; operate a variety of technical and detection equipment used to locate utilities, including a personal computer and GPS equipment; prepare reports and records related to inspections, utility locations, permits and daily activities

Update GIS utility data sets with new or corrected field data

Perform related duties and responsibilities as required and other duties which may be assigned

QUALIFICATIONS:

Education and Experience:

High School Diploma or equivalent and two years of journey level experience in public works maintenance or parks maintenance;

Or

A maximum of one year college education related to the GPS function may be substituted for the experience on a year for year basis

Licenses and Certificates:

Must possess and maintain the equivalent to a valid Nevada Class C driver's license within thirty days of hire

Knowledge of:

Integration between GPS and GIS technologies
Procedures and practices pertaining to the use of GPS
Basic principles of surveying and survey law
City infrastructure, construction standards and public works inspection practices
Regulations related to public works, water systems, underground water, phone, cable TV, power and street lighting, fiber optic, interconnect and traffic signal systems; utility marking standards
Sanitary sewer, storm drain and effluent water system standards
Safety and traffic control methods
Data management techniques

Ability to:

Perform GPS data-gathering conversion and entry
Operate various GPS and GIS-related equipment
Identify characteristics of aerial photographs
Interpret and apply regulations, policies and procedures
Read and interpret plans, maps and utility schematics
Analyze situations accurately and adopting an effective course of action
Exercise independent judgment and initiative in daily work activities
Observe safe working methods and properly use safety equipment
Communicate effectively, both orally and in writing
Establish and maintain effective relationships with those contacted in the course of the work

Physical Demands:

Requires ability to work in a typical office setting and use standard office equipment; requires sufficient strength and stamina to perform sustained manual labor, to maneuver parts including manhole covers and equipment weighing up to 100 pounds; requires ability work outdoors in varied weather conditions with exposure to traffic and other hazards

SUPPLEMENTAL INFORMATION:

Supervision Exercised: None

This position reports to the Geographic Technology Administrator

This is a Civil Service position and is Non-Exempt under FLSA guidelines