



# ONEIDA COUNTY GOVERNMENT NOTICE OF VACANCY

**DEPARTMENT:** Planning

**CIVIL SERVICE TITLE:** Geographic Information Systems Coordinator

**CLASSIFICATION TYPE:** Competitive (Provisional)

**SALARY (GRADE):** \$73,744 (38M) Plus Excellent Benefits

**APPLICATION DEADLINE:** November 15, 2024

**APPLY ONLINE\*:** <https://oneida-portal.mycivilservice.com/post/jobopps>



**DISTINGUISHING FEATURES OF THE CLASS:** This is a professional position responsible for supervising and managing the planning, development, and coordination of a regional Geographic Information System (GIS). The GIS Coordinator serves as a liaison between county and regional agencies, management, outside vendors, and GIS staff. An employee in this class uses specialized software to create and/or modify an integrated mapping/database system. General Supervision is received from the Deputy Commissioner of Planning (or designee). Supervision is exercised over all other GIS positions. The incumbent performs related work as required.

**MINIMUM QUALIFICATIONS:** Candidates must meet the minimum qualifications at time of application. Either:

- (A) Possession of Bachelor degree in, Urban Planning, Geography, Surveying Engineering, Mapping Science, Civil Engineering, Environmental Science, Geomatics or a closely related field including or supplemented by six (6) credit hours in GIS and three (3) credit hours in GPS **AND** five (5) years of experience using GIS software and analysis or manipulating spatially dependent information, two (2) years of which must have been in a supervisory capacity; **OR**
- (B) Possession of Bachelor degree in Geography, Urban Planning, Landscape Architecture, Environmental Studies, Data Processing or a closely related field **AND** six (6) years of experience using GIS software and analysis or manipulating spatially dependent information and GPS, two (2) years of which must have been in a supervisory capacity; **OR**
- (C) Possession of Associate degree in Geography, Urban Planning, Landscape Architecture, Environmental Studies, Data Processing or a closely related field **AND** eight (8) years of experience using GIS software and analysis or manipulating spatially dependent information and GPS, two (2) years of which must have been in a supervisory capacity.

**SPECIAL REQUIREMENT:** Possession of an appropriate level, valid Driver's License at time of appointment. This license must be maintained throughout appointment.

**NOTES:**

1. Candidates **MUST** submit with application a copy of transcripts showing degree area and date degree conferred.
2. Degree(s) must have been awarded by a college or university accredited by a regional, national, or specialized agency recognized as an accrediting agency by the U.S. Department of Education/U.S. Secretary of Education. If the degree was awarded by an educational institution outside the United States and its territories, the candidate must provide independent verification of equivalency. A list of acceptable companies who provide this service can be found at <http://www.cs.ny.gov/jobseeker/degrees.cfm>. Candidates will be required to pay the evaluation fee.
3. Verifiable part-time experience as described above will be pro-rated toward meeting full-time requirements.

**\*\*Oneida County is an equal opportunity employer\*\***

\*If you do not have internet access, paper applications can be picked up in the Personnel Department on the 6<sup>th</sup> Floor of the Oneida County Office Building. You may also request a paper application to be mailed by calling 315-798-5726.

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