

TEXAS COMMISSION ON ENVIRONMENTAL QUALITY

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Internet: www.tceq.texas.gov

State Title: **Geographic Information Specialist II**
Functional Title:
Job Posting: **17007**
Monthly Salary: \$3763.16 - \$4481.63
Salary Group: B20
Posting Date: 09/08/2016
Close Date: 09/22/2016
Section/Division: Division Support Section/ Remediation Division
Work Location: 12100 Park 35 Circle, Austin, TX 78753
Openings: One(1)
Position #(s): 3817

Job Description:

Facilitates the implementation of Remediation Division activities through the coordination and development of a geographic information system (GIS), maintenance and functionality of division databases, general information technology support, and other technical support for projects. Creates and modifies maps, graphs, or diagrams for the Remediation Division using GIS software and related equipment by gathering and compiling geographic data from sources including censuses, field observations, satellite imagery, aerial photographs, orthophotos, and existing maps. Digitizes and maintains spatial and other databases of relevant information, documents procedures, validates data for accuracy and completeness, and produces maps or reports of information, ensuring data can be translated, converted, imported, reformatted and processed to produce spatial maps or database reports for Remediation Division program areas. Plans, develops, maintains, and monitors integrated database systems; develops and implements database policies and procedures; and maintains data integrity, including entering, correcting, and debugging database records. Provides customer service and responds to inquiries from both internal and external customers regarding Remediation Division GIS and database business, ArcGIS, global positioning systems (GPS), and other mapping software.

Military Occupational Specialty (MOS) Codes:

12T, 12Y, 13P, 14E, 14S, 18C, 25B, 35G, 125D, 350G, AG, IS, IT, 181X-RL, 182X-RL, 183X-RL, 642X, LDO, 644X-LDO, 645X-LDO, 647X-LDO, 742X-CWO, 744X-CWO, 745X-CWO, C4I12, 58, 0241, 0261, 1N1X1, and 9S100

Minimum Qualifications:

Graduation from an accredited four-year college or university with major course work in computer science, computer information systems, geography, geographic information system technology, management information systems, geology, physical science, environmental studies, or a related field(COPY OF OFFICIAL TRANSCRIPT REQUIRED WITH APPLICATION), plus two years experience in GIS systems analysis and design. A graduate degree in one of the listed areas may substitute for one year of the required experience. One year of full-time experience in GIS systems analysis and design may substitute for each 30 semester hours of the required education.

OR A bachelor's degree with 12 semester hours in computer science from an accredited college or university (COPY OF OFFICIAL TRANSCRIPT REQUIRED WITH APPLICATION), plus three years of full-time experience in GIS systems analysis and design.

OR Completion of 30 semester hours from an accredited college (COPY OF OFFICIAL TRANSCRIPT REQUIRED WITH APPLICATION) in computer science or 600 clock hours from a licensed vocational, technical, or business school in computer science, plus four years of full-time experience in GIS systems analysis and design.

Preferred Requirements:

Experience with planning, designing, developing, or managing a database.

Experience in creating, maintaining, displaying, updating, and producing accurate maps and figures with data for remediation projects or other environmental projects.

Special Requirements:

Moving up to 25 pounds of project files or equipment.

Traveling up to 5% of the time.

The agency will review the applicant's driving history in connection with the use of a vehicle in the performance of the job.

Condition of Employment:

TCEQ will verify Selective Service registration for males born on or after January 1, 1960. If exempt from Selective Service registration selected candidate must provide proof of exemption on first day of employment. Offers of employment are contingent on the candidate having legal authorization to work for the TCEQ. TCEQ will conduct a criminal history records search on candidates selected for posted vacancies. Only applicants who are interviewed will receive written non-selection notification.

Submit a standard State of Texas application for **each job posting** to the Texas Commission on Environmental Quality, Human Resources & Staff Services (HRSS) office by 5:00 p.m. on the closing date. A signed emailed copy is acceptable. In compliance with ADA, if you need any special accommodations during the employment process, please contact HRSS for assistance.

Texas Commission on Environmental Quality is an Equal Opportunity Employer