



## City of Maryville

**Position Title:** GIS Technician

**Position Type:** Full-time; Non-exempt

**Minimum Hourly Pay:** \$22.70+ DOQ

**What we offer:** Excellent benefit package includes health, dental and vision insurance, life insurance, retirement pension with Tennessee Consolidated Retirement System, Section 457 plan, Roth IRA, and 24- hour access to onsite fully equipped fitness center. Full-time employees begin accruing paid vacation and sick leave upon hire.

**Closing Date:** May 10, 2024

### About This Opportunity:

The City of Maryville is seeking a qualified individual to join us as a GIS Technician. Maryville is the county seat for Blount County and is located 25 minutes from downtown Knoxville. In addition, one-quarter of the county's land area is the Smoky Mountain National Park. If you are familiar with, or ever visited, Cades Cove in the Smokies, know that this jewel is in Blount County.

The City of Maryville developed a partnership with the City of Alcoa and Blount County government in 2005 that created the Blount County GIS Group. The successful candidate, from a human resources perspective, will be an employee of the City of Maryville, but will assist and support the GIS efforts for all 3 governments. From a high level, we support 2 electric departments; 2 water & sewer departments; 3 stormwater departments; 2 engineering & public works departments and the county highway department; 2 police departments and the sheriff's office; 3 fire departments; 3 development service departments (planning & codes); 3 school systems; 3 finance departments, 911, the property assessor's office, the election commission, emergency management, the industrial development board, and the soil conservation service.

### Essential Functions:

- Receives and responds to internal and external requests for GIS information and creates and maintains GIS databases and application programs to meet client needs.
- Participates in GIS analysis and map production needs including evaluating data sources and development procedures and preparing custom maps, tables and other deliverables.
- Participates on regional and departmental teams involved in researching, planning, developing, maintaining and refining GIS data layers, procedures and applications.
- Meets with departmental representatives to define GIS needs and recommends courses of action to meet those needs.
- Supports other GIS users, collaborates with co-workers, and assists with formal GIS training.
- Collects data in the field using Trimble GPS hardware and Trimble TerraSync software, ArcGIS Field Maps, or Survey 123 mobile applications.

- Coordinates with local government partners to ensure that timing and methods used to develop and update shared data are appropriate.
- Maintains metadata describing data sources, accuracy, reliability, completeness, feature types, and other related information.
- Researches various records, including deeds, plat maps, as-built drawings, construction plans, survey notes and permits, in order to maintain current and accurate digital maps and databases.
- Documents GIS data development and maintenance procedures.
- Conducts periodic and ad hoc quality assurance reviews of GIS layers and databases.
- Use and maintain GIS plotters and printers.
- Enters data into database using a variety of techniques including manual digitizing, scanning, and conversion of other data sources.

#### **Knowledge, Skills, and Abilities:**

- Knowledge of GIS concepts, procedures, and applications; Cartographic map design, accuracy of presentation with required map components & elements, CAD software such as AutoCAD or MicroStation.
- Skilled in the use of GPS equipment such as Trimble Geo7x, Trimble R1/R2, and RTK GPS receivers; Large format printers such as Canon; Unmanned aerial vehicles such as drones; scripting languages such as Python; knowledge of HTML/CSS; and SQL Server.
- Ability to carry out oral and written instructions; Read, understand, and comprehend written materials such as ordinances & technical manual; Quickly learn/use new skills and knowledge; Prepare accurate and reliable technical reports and manuals; Solve problems with complex variables.

#### **Education and Experience**

Associates degree with coursework in geography, geographic information systems (GIS), surveying, computer science, planning, or related field; and moderate experience working with geographic information systems (GIS); or equivalent combination of education and experience.

Must possess a valid driver's license to operate a motor vehicle in the State of Tennessee.

#### **How to Apply:**

A City of Maryville employment application is required for consideration. An electronic application is available on our website, [www.maryvillegov.com/jobs](http://www.maryvillegov.com/jobs). Paper applications are available in Human Resources located on the upper level of the Maryville Municipal Building, 400 W. Broadway Ave., Maryville, TN 37801. Please submit your application, resume and cover letter by email to [humanresources@maryville-tn.gov](mailto:humanresources@maryville-tn.gov), by fax to 865-273-3434 or in person in Human Resources.

***City of Maryville is an equal opportunity employer, and all qualified applicants will receive consideration for employment without regard to race, color, religion, sex, national origin, disability status, protected veteran status or any other characteristic protected by law.***