

Title: Advanced Geospatial Specialist	Effective Date: June 22, 2019	Grade: XIV	Job Category: Professional
Prior Title: Sr. Geospatial Specialist, GIS Analyst II, Cartographer Supervisor	Prior Effective Date: June 24, 2017	Grade: XIV,XV	Page: 1 of 1

CHARACTERISTICS OF WORK

Under general supervision, this position performs advanced GIS functions and various analyses with spatial data, and is responsible for the preparation and quality control of data, maps and related graphics for use in analysis, documents and presentations.

EXAMPLES OF WORK

The following examples are intended only as illustrations of various types of work performed. No attempt is made to be exhaustive. Related, similar, or other logical duties are performed as assigned. The Department may require employees to perform functions beyond those contained in job descriptions. The Department may modify job descriptions based on Department needs. The Arkansas Department of Transportation is an "at will" employer.

- Oversee, create and maintain GIS databases, workspaces and projects.
- Implement standards and methods for performing various GIS functions.
- Assist in researching best practices and alternate methods for GIS.
- Provide support to other GIS users within the Division and across the agency.
- Produce various types of visuals (data, maps and displays, as needed).
- Assist with field collection of data and incorporate data into applicable GIS software
- Analyze and interpret data for project-specific purposes.
- Incorporate engineering plans into usable GIS data.
- Document procedures, workflows, scripts and programs.
- Follow standard operating procedures to ensure methods and accuracy parameters are met.
- Perform project/program management duties in terms of planning and organizing schedules, assigning tasks as well as monitoring and reporting progress to superiors.
- May lead team members by making work assignments, conducting quality assurance on work either being performed or completed, providing technical assistance and providing input to management regarding team member performance and conduct.

MINIMUM REQUIREMENTS

The educational equivalent to a bachelor's degree from an accredited college or university in GIS, geography or related field with a focus on GIS/mapping plus demonstrated experience in GIS/mapping and analysis. Advanced knowledge and demonstrated ability in the use of GIS software applications, tools, and functionality. Thorough knowledge of database creation, maintenance and quality control procedures. Experience in designing and implementing GIS methodologies; database creation, maintenance and relationships; and use of imagery resources and coordinate systems. Experience in coordinating GIS-related activities with user departments. Proficient in the use of Microsoft Office Suite. Ability to implement GIS technologies in an enterprise environment preferred. Ability to plan, organize and manage project schedules, tasks and product delivery preferred. Effective leadership, communication, organizational and problem-solving skills. Experience with SQL, Python, Java and Model Builder preferred. Valid driver's license. Ability and willingness to work outdoors. Must be willing to travel statewide occasionally.

("Accredited" means the education institution or program is accredited by an accrediting organization recognized by the United States Department of Education or by the Council for Higher Education Accreditation.)