



4872 ENDEAVOR DR SUITE 200
Johnstown CO 80534
Main Office: 970-962-2170
www.leta911.org

Class Title:	GIS ANALYST
Salary:	Hiring Salary: \$72,000 Range \$72,000-102,500

IN PERSON POSITION, NO REMOTE WORK

GENERAL INFORMATION

LETA's office space is located at 4872 Endeavor Dr Suite 200 in Johnstown CO. LETA occupies the 2nd floor of the building and Larimer County Office of Emergency Management occupies the 1st floor.

Employee benefits and Human Resources is managed through our partner Thompson Valley EMS. Benefit package includes Kaiser medical insurance, dental, and vision benefit options. LETA provides a 401/457 retirement plan along with personal time off monthly leave accruals based on years of service.

DESCRIPTION

Knowledge of 9-1-1, addressing, geocoding standards and methods are required. Proficient knowledge of ESRI Software including ArcGISPro, ArcMap/Arc Catalog, Model Builder, ArcGIS Online, and working with data in Enterprise Geodatabase on SQL server is required. Proven success in creating and maintaining street centerline maps and a point-based address map is required. Knowledge of Emergency Alert Systems, MSAG, and Next Generation 9-1-1 Spatial Routing is strongly preferred.

This position will work closely with LETA's Government Partners and their GIS Departments. The successful candidate must demonstrate the ability to present information clearly and effectively in written and graphic formats.

Strong knowledge of and experience with spatial and attribute data, including the ability to research and aggregate data from many sources is critical for this position.

This position provides technical GIS administration, support, and maintenance for LETA GIS data and products along with its 31 government partners. An ideal candidate will:

- Build and maintain geographic data sets and associated data sets that support the data requirements of the CRISP CAD, RMS, Mobile, and associated applications.
- Build and maintain a positive and effective relationship with our dispatch personnel and emergency response authorities.
- Proactively seek to improve data integrity and processes as they relate to the GIS data that is presented to dispatchers.
- Aggregate GIS datasets from multiple sources and load them into the CAD mapping desktop and mobile applications on a regular basis.

- Develop operational efficiencies by reviewing workflows, procedures, and processes as it relates to managing all GIS data within the system.
- Assist in troubleshooting issues reported in the CAD map and provide solutions in a clearly communicated and timely manner.
- Demonstrate precise QA/QC processes to ensure data integrity in the system.
- Assist LETA GIS with GIS-centered projects.

SUPERVISION

Receives general guidance and supervision from the LETA GIS Manager.

QUALIFICATIONS PREFERRED

- Bachelor's degree in GIS, geography, or closely related field.
- 3 years professional GIS experience required. 5 years preferred.
- Knowledge of enhanced and next generation 911, computer aided dispatch, and emergency service practices.
- Able to function effectively in a fast-paced, demanding environment that regularly requires the ability to multi-task and problem solve.
- Excellent written and verbal communication skills.
- Experience with similar CAD (and mobile) applications and mapping solutions.
- Experience with extract/transform/load (ETL) solutions in GIS.
- Experience with ESRI Desktop ArcGIS Software (Desktop and Pro), scripting and extensions (ModelBuilder, Python, Spatial Analyst, 3D Analyst, Linear Referencing, etc.)
- Experience with Microsoft Office products.
- Communicate and collaborate with individuals from a wide variety of backgrounds, both technical and non-technical.

HIRING STEPS

Job Opening

Job Closes

Prescreening virtual interview

Interview Boards | skills testing

Background Investigation

Drug Screening

Executive Interview

Job Offer

Start Date

CONTACT INFORMATION

Ben Butterfield, GIS Manager
bbutterfield@leta911.org
970-962-2175

REQUIRED DOCUMENTS

All required documents must be submitted in PDF format to Ben Butterfield via email

- 1) Cover Letter not to exceed 1 page
- 2) Resume not to exceed 2 pages
- 3) Reference list not to exceed 1 page
- 4) Completed and signed Application