**Job Description - GIS Analyst**

**Salary:**  **$72,000 – $102,500**

**Starting Salary Range:** $72,000-86,000

**Supervision**: Receives general guidance and direct supervision from the LETA

Executive Director. This position is not responsible for

supervising

**Benefits:** While employment is with LETA, payroll and benefits are managed through Thompson Valley EMS. Benefits package includes Kaiser medical insurance, dental, and vision. LETA provides a 401/457 retirement plan along with personal time off. Leave accruals are based on years of service.

**In-person**: This position requires onsite reporting for work. Telecommuting is not an option. LETA’s office is located at 4872 Endeavor Dr Suite 200 in Johnstown CO.

**The position will be open until filled**

**Duties and Responsibilities:**

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| 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 the computer-aided dispatch (CAD) application in Larimer County. 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.

**Requirements:**

* Bachelor’s degree in GIS, geography, or closely related field.
* 3 years professional GIS experience required 5 years preferred.
* Knowledge of 911, CAD, 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.
* Extensive experience with ESRI Desktop ArcGIS Software (Desktop and Pro), scripting and extensions (ModelBuilder, Python, Spatial Analyst, 3D Analyst, Linear Referencing, etc.)
* Knowledge of databases and application design principles.
* Experience with Microsoft Office products.
* Extensive experience with Microsoft SQL server and management studio.
* Communicate and collaborate with individuals from a wide variety of backgrounds, both technical and non-technical.

**REQUIRED DOCUMENTS**

1. [APPLICATION](https://leta911.org/wp-content/uploads/2022/04/Employment-application.docx)

     2. COVER LETTER

     3. RESUME

**EMAIL** **application packet to: dr.miller@kimberlymillerconsulting.com**