

**DOYON UTILITIES, LLC – CORPORATE HEADQUARTERS
FAIRBANKS, AK**

TITLE: GIS Analyst

DEPARTMENT: IT

REPORTS TO: Director of Information Systems

WAGE RANGE: DOE

POSITION OBJECTIVES: The GIS Analyst implements computer applications and/or database design changes, software development, web development, and services for departmental users utilizing Geographic Information Systems (GIS) technology; the Analyst supports project teams, the environmental department and any other DU employee/group in GIS or mapping requirements. The Analyst is co-responsible for creating and maintaining policies and procedures, standards, and the accuracy and consistency of the GIS Information.

ESSENTIAL DUTIES & RESPONSIBILITIES:

1. Creates and maintains the GIS database and perform updates and edits
2. Prepares maps and data records as necessary
3. Develops small software systems including creation of user interface layout and programming that enhances existing GIS applications for departmental productivity
4. Manages the GIS closeout program
5. Supports utility modeling databases and software
6. Maintains oversight of GIS Infrastructure
7. Provides, develops and deploys mobile/web GIS applications
8. Reviews and verifies mapping data or themes provided by government agencies or private sector contractors for accuracy and consistency, modifying and correcting database values as necessary
9. Assists in the evaluation, development, adaptation and programming of computer software applications for capture, conversion and maintenance procedures related to GIS
10. Identifies and researches external sources of hardware, GIS software, and resources
11. Assists and trains others in GIS related areas
12. Participates as a member of project teams as necessary
13. Communicates project objectives, plans and status to all members of a project team and management
14. Establishes and maintains utility GIS standards and policies in collaboration with the JBER GIS Analyst
15. Prepares for and conducts GIS data exchange with the Government on routine basis
16. Other duties as assigned

REQUIRED KNOWLEDGE, SKILLS AND ABILITIES:

1. Strong GIS administration and development background. Experience with ArcGIS Server, ArcSDE for SQL Server and ArcGIS Desktop.
2. Strong geodatabase design skills.
3. Experience with ArcGIS Server for .NET API and Engine development with ArcObjects highly desirable.
4. Strong .NET, HTML, JavaScript, AJAX, C# or Visual Basic skills.
5. Strong SQL Server database administration and development skills.

6. Strong Microsoft Windows / Office applications experience.
7. Good analytical and problem solving skills.
8. Able to work with minimal supervision.
9. Ability to identify the technology user's needs and opportunities to use technology to add value.
10. Must have excellent interpersonal skills and be able to work in a team environment.
11. Enthusiastic about learning, pushing technical limits and finding new solutions.

CONDITIONS AND ENVIRONMENT:

1. The majority of the work is performed in a professional office setting. The work is generally sedentary, requiring regular sustained concentration, standing, bending and carrying items weighing less than 40 pounds.
2. The incumbent is subject to pre-hire and random drug testing in accordance with the published policy of DU.
3. Must be eligible to access a military installation in Alaska.
4. Possess and maintain a valid State of Alaska driver's license throughout the period of employment.

EDUCATION:

1. B.A degree in Computer Science, Geography, Geomatics, or related field. May substitute formal training with adequate experience.
2. Minimum of three (3) years experience in an information systems environment, including computer programming and systems analysis, design, integration, and implementation; must have experience in GIS software package implementation and systems integration.

EMPLOYMENT CLASSIFICATION: Non-Exempt/Full-time Regular

Employee Signature

Date