Weber Mosquito Abatement District

Keith Hill, Director
505 West 12th Street, Ogden, Utah 84404
Office (801) 392-1630   Fax (801)393-9399
www.webermad.org

GIS Manager
Job Description
$25.42 - $38.13 per hour

Summary:

Under general direction of the district director, manages the district GIS office and collects and receives data from GPS equipment and field operations.

Example of Duties:

- Meets with staff to design system or project requirements and then transfer those requirements into design specifications that are used to obtain and develop GIS software and specific applications.
- Prepare maps for aerial & UAV spray application and submit to pilot. Establish procedures for map submission and retrieval of finished work from the pilot.
- Imports collected GPS field data into a GIS database. Maintains the GIS database to ensure data accuracy. Applies quality control procedures and regular back-ups for data security.
- Prepares reports based on collected data to be used as a tool in mosquito abatement efforts.
- Recommends for purchase hardware and software necessary to maintain a progressive and functional GIS for the District. Maintains software with updates and licenses, also maintains computers and equipment with updates and licenses.
- Provides technical support to users. Develops training manuals and trains the staff in effective use of application as needed.
- Performs related duties as assigned including fieldwork to verify efforts. Assists in mosquito larval control. Assists in transporting to or unloading material at the airport for larval and adult mosquito control. Assists in UAV (drone) treatments.
- Works ULV on-call on a regular schedule to coordinate ULV spray operations and may perform adult mosquito control operations as assigned.
- Attends training sessions; reads District manuals and otherwise keeps informed of policies and procedures. Associate and collaborate with other community GIS professionals regularly.

Minimum Qualifications:

Must have a high school diploma and a minimum of two years of college level in information technology or a related field and two years of general computer installation, maintenance and repair experience; or an equivalent combination of education and experience sufficient to successfully perform the essential duties of the job as listed above. Must have excellent technical writing and database management skills. A working knowledge of computer networking and systems administration.

Knowledge, Skills, and Abilities:

Must be proficient in a number of computer applications, but must specifically posses skills in database management systems. Must have ability to interpret data and spatial attributes of data. Must have a working knowledge of cartography and map design best practices. Must have a sound working knowledge of Arc GIS Desktop, Esri Products, Arc GIS Online, web mapping design and creation, and Excel. Have a desire to gain an understanding and knowledge in mosquito abatement or related field of vector control, with experience in handling various activities and assignments throughout the full range of services performed by a mosquito abatement district.

Please email Director Keith Hill for an application at keith@webermad.org