

EMPLOYMENT OPPORTUNITY
GADSDEN COUNTY BOARD OF COUNTY COMMISSIONERS
QUINCY, FLORIDA

JOA No. 07-031

Date Posted: November 27, 2007

GIS Coordinator
VACANCY
Position #0018
Growth Management
Salary Range \$18.20 - \$24.69 hourly
Position Closes: December 14, 2007

This is a responsible professional geographic, information management coordination and data analysis position that is familiar with the Florida Growth Management Act.

ESSENTIAL FUNCTIONS:

Responsibilities include data base management, project analysis, creative mapping – including management of the County's electronic mapping systems and data base, implementation of comprehensive plan and concurrency management, data collection and land use analysis; population analysis and traffic. Coordinate expanding County mapping program.

KNOWLEDGE, SKILLS AND ABILITIES:

Computer literacy in Microsoft Office applications/programs and strong organizational, analytical, writing, speaking and public relations skills. Ability to deal effectively and courteously with the public and co-workers. Requires knowledge of ARC view, ARC Map, auto desk or other CADD programs. Ability to prepare documents and make minor and major decisions.

MINIMUM QUALIFICATIONS:

Requires a master's degree in planning, geography, or a closely related field and two years of planning, and GIS experience; or a bachelor's degree and two years of planning and GIS experience. Must have a valid State of Florida driver's license and a favorable driving record.

Persons who need assistance to participate in the applicant process should contact the hiring authority in advance of the closing date.

Submit a County employment application to the Human Resource Office, 5-B East Jefferson St., Quincy, FL 32353. Call 850-875-7243 if you have questions about the position. You may email your resume to faircloth@gadsdengov.net. You may obtain a copy of the application by visiting our website at gadsdengov.net.

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