

**THE NAVAJO NATION**  
**Department of Personnel Management**  
**JOB VACANCY ANNOUNCEMENT**

REQUISITION NO: DCD1119507

Date Posted: 06/08/09

POSITION NO: 241798

Closing Date: 06/19/09

CLASS CODE: 1862

POSITION TITLE: Geographic Information Systems Technician

DEPARTMENT NAME: Navajo Department of Transportation

DEPARTMENT NO: 111

WORKSITE LOCATION: Window Rock, AZ

WORKS DAYS/HOURS:

Days: Monday-Friday

Hours: 8:00 AM - 5:00 PM

POSITION TYPE:

Permanent:

Temporary:

Part-Time:

GRADE: N620A

SALARY

Duration: N/A \$ 30,950.40 Per Annum

No. of Hrs/Wk: 40 \$ 14.88 Per Hour

**DUTIES AND RESPONSIBILITIES:**

Under general supervision, performs road inventory related GIS projects such as but no limited to; doing road surface analysis, collecting roadway information, generating reports for deliverables, assisting other inventory technicians with field work using vehicle mounted GPS and web-based interface for data entry of roadway features; Responsible for providing GIS support to our transportation planning program engineer technicians. Edits ArcGIS graphic files using various GIS layers and ArcGIS 9.2 personal and enterprise geodatabase files. Responsibilities includes assisting in developing templates, geo-database constructions and maintenance using the current GIS software; data collection and reformatting; assisting in developing methodologies.

The position requires to have a good communication skills; coordination with internal and external customers; must be able to work in a team work environment and willing to work beyond the scheduled works hours. Communication with local, state, and national level of government is very important in the success of the road inventory project.

**QUALIFICATION REQUIREMENTS:**

**Education and Training:**

An Associate's degree in Computer Science or related field; or graduation from a technical school with an emphasis on course work in GIS technology; and

**Experience:**

Two (2) years experience working with Geographic Information Systems; or an equivalent combination of education, training, and experience which provides the capabilities to perform the described duties. ***(to receive full credit for education/training applicant must submit copies of college transcript, certificates, diploma, etc.)***

**Special Knowledge, Skills and Abilities:**

Must have background in GIS and have knowledge of ArcGIS 9.2 software and functionalities; for editing and generating basic maps for chapters, etc.

**VETERANS' PREFERENCE APPLIES**

**THE NAVAJO NATION GIVES PREFERENCE TO ELIGIBLE AND QUALIFIED APPLICANTS IN ACCORDANCE WITH THE NAVAJO PREFERENCE IN EMPLOYMENT ACT.**

**Revised: 1-15-99**