



JOB OPPORTUNITY BULLETIN

Harrison County affords equal job opportunity to all individuals, regardless of race, color, religion, sex, age or national origin.

Today's Date: June 10, 2021

Date Listing Will Close: June 16, 2021 @ 5:00 PM

The following department has a vacancy for qualified employees in the following position:

Class Specification GIS Mapping Analyst

Department: GIS Mapping

Salary: \$38,000- \$45,000 per year

Position Summary: See Attached Job Description

Job Duties and Responsibilities: See Attached Job Description

Qualifications / Experience: See Attached Job Description

HARRISON COUNTY HUMAN RESOURCES

1801 – 23rd Avenue, First Floor, South Hall, Gulfport Courthouse
Phone: (228) 865-4194 Fax: (228) 865-4162 www.co.harrison.ms.us

APPLICATIONS MUST BE RECEIVED BY 5:00 P.M.

E.O.E. and A.D.A.

SECONDARY DUTIES AND RESPONSIBILITIES:

1. Provide GIS and troubleshooting assistance to all Harrison County customers, both internal and external.
2. Look for, and offer solutions to, any duplication of data efforts found within Harrison County departments.
3. Monitor common maps and supply inventory, as well as department plotter & printer supplies.
4. Other related duties, as required.

SUPERVISORY RESPONSIBILITIES: None

REQUIRED KNOWLEDGE, SKILLS, AND ABILITIES:

- Functional and independent working knowledge of ESRI GIS Software (ArcGIS Desktop, ArcGIS Online, ArcGIS Pro, etc.) as well as database management.
- Ability to establish and maintain courteous and professional working relationships with county departments.
- Basic knowledge/awareness of Python, JavaScript, Arcade and other scripting languages used to create customized functions and web-based maps.
- Basic knowledge of 'best practices' principles as related to GIS, as well as being aware of and promoting county, state, and national GIS data standards.
- Skilled in developing and managing quality assurance/quality control procedures.
- Skilled in designing, developing, testing, documenting and certifying applications, programs, and systems functionality.
- Skilled in troubleshooting and diagnosing problems with the use of GIS and related software (or willing to learn).
- Assist with aerial imagery collection via unmanned aerial systems (UAS) and post-processing via desktop software as requested by Harrison County departments and/or as needed for damage assessments post-disaster. An FAA 107 certification is/will be required.
- Ability to work independently as well as with others.
- Ability to take initiative and multi-task as needed.

EDUCATION AND EXPERIENCE REQUIRED:

- A bachelor's degree or certification in GIS and or geospatially-related studies.
- At least two (2) years of work experience with GIS or similar field.
- Any suitable combination of education and experience.
- Willing and able to demonstrate said competence as required for the job.

ADDITIONAL REQUIREMENTS:

- Must possess a valid Mississippi Driver's License before employment and maintain licensure for duration of employment in this position.

STARTING SALARY RANGE:

\$38,000 – \$45,000 per year

PHYSICAL REQUIREMENTS:

The physical activities marked below are representative of those that will be required on a regular basis to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

	YES	NO
Work involves lifting, pushing, pulling or carrying 40 pounds or more		✓
Work involves the operation of earth-moving equipment or commercial motor vehicles		✓
Work involves the operation of non-commercial motor vehicles		✓
Work involves the operation of tools such as axes, shovels, sling blades, etc.		✓
Work involves the operation of motorized equipment such as chain saws, power saws, jackhammers, lawn mowers, tractor		✓
Work involves climbing or running		✓
Work involves stooping, bending, twisting, or reaching out in unusual positions		✓
Works above ground or floor level, such as on stools or ladders		✓
Works in a relatively high average temperature over a long period of time		✓
Work involves considerable physical exertion of the whole body over a long period of time		✓
Work requires near vision (20 inches or less)	✓	
Work requires distance vision (20 feet or more)	✓	
Work involves the detection of color differences	✓	
Work involves determination of the correct location of a sound, such as footsteps		✓
Work involves hearing and understanding conversation or sounds	✓	

WORK ENVIRONMENT:

The environmental conditions marked below are common to this job:

	YES	NO
Outdoor Weather Conditions		✓
Wet, Humid Conditions (non-weather)		✓
Work Near Moving Mechanical Parts		✓
Work in High, Precarious Places		✓
Fumes or Dust		✓
Toxic or Caustic Chemicals		✓
Extreme Heat (non-weather over 90° F.)		✓
Low Noise (e.g., business office)	✓	
Moderate Noise (e.g., light motorized equipment such as lawn mowers)		✓
Loud Noise (e.g., jackhammer, heavy motorized equipment)		✓

****This is an acknowledgement that I have read and understand this job description:***

Signature: _____

Date: _____