

CLASS SPECIFICATION
County of Fairfax, Virginia

CLASS CODE: 1820

TITLE: GIS SPATIAL ANALYST I

GRADE: S-23

DEFINITION:

Under general supervision, conducts spatial analysis using the GIS database and various database platforms; provides technical support and training; responds to requests for specific information by using existing layers of the Geographic Information System; analyzes results and produces reports, maps and supporting documentation; and performs related work as required.

DISTINGUISHING CHARACTERISTICS:

This is journey or full performance level GIS analysis. The GIS Spatial Analyst I uses applications developed by higher level GIS Spatial Analysts; assists higher level analysts in defining GIS needs/requirements. The GIS Spatial Analyst I produces maps for specific agency users, and responds to basic requests for GIS service from management or Board member or others.

ILLUSTRATIVE DUTIES:

Produces high quality cartographic maps;
Reviews data created by GIS Techs to ensure quality;
Evaluates and recommend GIS software;
Performs basic GIS analysis (e.g., buffering);
Assists higher level analysts in defining GIS needs/requirements;
Provide basic technical support for GIS COTS and in house applications;
Attends meetings and conferences related to GIS;
Updates/assists with GIS content on internet/intranet site;
Troubleshoots standard GIS hardware issues(plotters, GPS, etc);
Assigns data keys for geographic layers;
Interprets and validates source documents for GIS data entry;
Performs updates to tabular data;
Demonstrates GIS applications;
Assists users in evaluating and recommending GIS software for specialized applications;
Performs acceptance tests for new software products;
Maintains designated GIS data layers;
Recommends database enhancements for GIS data layers;
Assists GIS developers (GIS Spatial Analysts II, III, & IV) in designing and testing GIS applications;
Serves as liaison between users and vendor technical support staff on basic GIS issues;
Writes and develops training materials and manuals with assistance from higher level analysts;
Provides training to County employees in GIS and GIS specific applications;
Teaches basic level GIS classes;
Assists in GIS spatial analysis;

Performs any of the illustrative duties in support of the Emergency Operations Center (EOC).

REQUIRED KNOWLEDGE, SKILLS AND ABILITIES:

Knowledge of principles, practices, and methods related to GIS;
Knowledge of functional requirements for GIS hardware and software;
Knowledge of County standard GIS software;
Knowledge of techniques for spatial analysis, geocoding, etc;
Knowledge of principles, practices and methods related to cartography.
Ability to document system modifications and enhancements;
Ability to translate technical terminology into terms understandable to management and employees;
Ability to establish and maintain effective business relationships;
Ability to write and present GIS materials;
Effective oral and written communication skills.

EMPLOYMENT STANDARDS:

Any combination of education, experience and training equivalent to the following:
Bachelor's degree in computer science, geography or related field; PLUS course work in ArcView GIS or similar GIS software.

CERTIFICATES AND LICENSES REQUIRED:

None.

REVISED: November 18, 2011
REVISED: August 19, 2005
ESTABLISHED: May 24, 1999