



Public Lighting Authority of Detroit
invites applications for the position of:

GIS Technician

SALARY: \$40,000 - \$45,000 Annually

OPENING DATE: 10/14/24

CLOSING DATE: Until filled

DESCRIPTION: **GIS Technician**

This position reports to the General Manager. Plans, organizes, coordinates, and participates in the development and maintenance of the PLA's geographic information system (GIS); participates in the long-term development and enhancement of GIS information technology to meet PLA mapping and end user service objectives, and shall perform all other duties as required by the General Manager.

EXAMPLES OF DUTIES:

- Manages and maintains the PLA's ESRI GIS system and all associated data. Performs complex cadastral and GIS data maintenance, manipulation, analysis, extraction and generation assignments; performs data research, investigation and verification; creates and maintains files of digital pictures of street lights for Authority use; codes and digitizes maps and geographical feature data into various layers; prepares projects and data for archival storage; performs record keeping and inventory; documents and files data sources and map files for future reference; responds to requests from the public for mapping data; responds to emergency mapping and information requests.
- Interacts with and assists all PLA contractors and consultants who access to the asset management system and its data. Keep track of all data received from contractors and consultants and maintains all as-built data.
- Assist in the maintenance of Trimble Cityworks software, problem solve, and assist staff and contractors with day-to-day operations.
- Prepares, plans, produces, maintains and updates a variety of maps, drawings, plans and other graphic representations displaying layers and attribute data from databases, using cartographic techniques to represent spatial data; develops and maintains data layers, performs detailed spatial analysis; manipulates images for electronic mapping; enters attribute data pertaining to specific features into a relational database; incorporates maps, charts, data files, spreadsheet data, documentation and text into reports.
- Assist in the development of web-based interactive maps for use on the PLA's website, Cityworks and ArcGIS Online.
- Able to edit and manipulate large datasets.



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- Analyzes, troubleshoots, and resolves GIS applications problems; communicates with internal and external technical resources to resolve issues.
- Updates GIS from contractor's light installations and documentation on Cityworks.
- Promotes teamwork and communication to encourage an interactive, cooperative, collaborative and customer focused work environment among PLA and City staff and external customers.

DESIRED SKILLS AND ABILITIES:

- Must be able to communicate effectively both verbally and in writing
- Proficiency in ESRI ArcMap, ArcPro, Portal, Enterprise, Arc Online, AutoCAD, Microsoft Office and other packages used by the Authority
- GIS concepts and analytical techniques
- Understanding of construction and design drawings
- Knowledge of Trimble Cityworks is a plus
- Working knowledge of SQL
- Working knowledge of Crystal Reports - SQL

DESIRED EDUCATION/EXPERIENCE:

- Bachelors' Degree with emphasis in GIS, computer science, Architecture, Engineering, Planning, or closely related field and/or equivalent professional experience
- Minimum of two years of experience with GIS applications and programs
- 6 Months usage of Cityworks preferred, but not required

PHYSICAL DEMANDS:

- Minimal. Sedentary

CERTIFICATES AND LICENSES REQUIRED:

- Valid Driver's License

PLEASE SEND RESUME AND COVER LETTER TO:

Marie A. Brown, Chief Administrative Officer
Public Lighting Authority
mbrown@pladetroit.org