

Geographic Information Systems (GIS) Intern (City of Rockford)

03/31/2016

The City of Rockford is accepting resumes for the position of GIS Intern. Under the supervision of the GIS Coordinator, this position is responsible for assisting in data collection, maintenance, and general support of the City's Enterprise Geographic Information System (GIS). This is a technical position, which primarily assists with GPS data collection and support, ongoing maintenance of the City's GIS and general map production for various City projects.

Essential Job Duties

- Use of ArcGIS software to input, query and manipulate data in SDE geodatabases.
- Using handheld GPS, perform field data collection and verification for various City infrastructure including but not limited to: storm inlets, manholes, sidewalks, and light poles.
- Creation of maps, exhibits and data for City Staff, departments and special projects as assigned.
- Perform other related duties to assist Information Technology, Community Development and Public Works Departments as assigned.

Requirements

- Enrollment in an undergraduate, or post-secondary education program specializing in Geography, GIS or closely related field.
- Knowledge of ESRI ArcGIS 10.x software, GPS data collection and correction, GIS standards, terms, principles, projections, and mapping.
- Familiarity with reading and interpreting plats and engineering plans.
- Possession of a valid driver's license.
- Ability to work effectively in a team environment, as communication and teamwork are critical to the success of the Information Technology Department.
- Strong attention to detail a must.
- Ability to manage multiple assignments of varying complexity and overlapping deadlines.

Schedule is 30-40 hours per week primarily M-F during regular business hours. Wage: \$10.00 per hour. This is a part-time, temporary position.