



GIS OPERATOR I

EDUCATION:

Associate Degree or two (2) years experience in computer skills, drafting, and/or computer aided drafting or equivalent. Additional college level courses or experiences related to job performance are preferred.

EXPERIENCE:

Must have two (2) years experience in computer aided drafting. Other drafting experience and computer experience is desirable. Prefer to have experience with different types of land maps and some basic experience with electrical systems.

JOB KNOWLEDGE:

Should have a thorough knowledge of drafting and mapping techniques. Knowledge of basic electrical symbols and land symbols is required. A good conceptual knowledge of automated GIS and computer aided drafting systems is desirable. Basic computer skills required.

COMMUNICATION SKILLS:

Must be able to communicate and work effectively with individuals and small groups within and outside the organization.

SKILLS AND ABILITIES:

Must have a thorough operating skill of computer equipment, more specifically to CAD type systems.

Must be able to use a plotter.

Must be creative and open to new ideas or changes.

Must be able to handle multiple projects.

WORKING CONDITIONS:

Majority of work to be in the office with occasional trips to the field. Occasional overnight travel and extra hours are necessary for meetings, seminars, and conferences.

Subject to work overtime may be required. Subject to work at all times during emergency conditions.

CONTACT: VIRGINIA EMPLOYMENT COMMISSION BY 5 P.M., February 16, 2010.

Fredericksburg VEC

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