

# **CITY OF CHATTANOOGA**

## **Classification Specification Title: GIS Analyst 3**

**Department: Technology Services**

**Pay Grade: GS.12**

**Supervision Received From: GIS Sys. & Database Mgr**

**FLSA Status: Exempt**

**Supervisory Responsibility For:**

**Established: 12/05/23**

**Revision Dates: 4/2/25;  
8/27/24**

### **CLASSIFICATION SUMMARY:**

Incumbents in this classification are responsible for work related to GIS that uses techniques to define and better understand variables of any given geographic area. With the use of various applications and tools, data can be extracted and analyzed through various methods. The incumbent will lead and direct other analysts on project related tasks as well as coordinate with internal project teams and third party resources. The incumbent will lead development of spatial analysis and GIS information products creation from GIS and related software and subsystems.

### **SERIES LEVEL:**

The GIS Analyst 3 is the fourth position in a five-level GIS series.

### **ESSENTIAL FUNCTIONS:**

*(The following duties ARE NOT intended to serve as a comprehensive list of all duties performed by all employees in this classification, only a representative summary of the primary duties and responsibilities. Incumbent(s) may not be required to perform all duties listed and may be required to perform additional, position-specific duties.)*

This position is responsible for assisting in the evaluation, design, installation, maintenance, and enhancement of geospatial applications, specifically to integrate the GIS with existing data sources to improve accuracy and availability, and to provide expanded accessibility to existing and newly created data. This position will generate utility networks to allow for modeling and tracing capabilities, work with 3D and augmented reality applications as well as create dashboards.

This position will be responsible for administering ArcGIS Portal, AGOL and other web-based mapping applications and tools. This is to include: user support, training, application configuration, maintenance, GIS development environments, programming languages, data management, project implementation, report development, analysis, application and process design, application troubleshooting and testing, and other system technical support related tasks. This position will also be the lead administrator for databases in spatial and SQL Server environments.

This position will assist in the development of project proposals, recommend optimal approaches, and develop geospatial application designs.

This position will also perform miscellaneous job-related duties as assigned.

Must meet regular attendance requirements.

Must be able to maintain good interpersonal relationships with staff, co-workers, managers and citizens.

Must accomplish the essential functions of the job, with or without reasonable accommodations, in a timely manner.

Performs other duties as assigned.

DEPARTMENT SPECIFIC DUTIES (if any):

#### MINIMUM QUALIFICATIONS:

Bachelor of Science Degree in Geography, GIS, Environmental Science or other related fields and five (5) plus years of related experience involving geographical information systems project management or relational database design and maintenance; an equivalent of education and experience may be substituted.

Senior level experience in application engineering and development involving the use of customization and development of geospatial web applications and database software is preferred.

#### LICENSING AND CERTIFICATIONS:

Geographic Information Systems Professional (GISP) Certification is preferred.

Valid Driver's license.

#### KNOWLEDGE & SKILLS:

Knowledge of common programming languages and environments, Python, SQL, .NET, Arcade, JavaScript, XML, and HTML5. Knowledge of SQL Server, database creation, backups, and database administration concepts. Knowledge of ArcGIS Enterprise to include: ArcGIS Desktop, ArcGIS Pro, ArcGIS Online, and ArcGIS Portal. Knowledge of ArcGIS Rest API. Knowledge of web application development and web mapping service creation. Knowledge of analytical and research procedures. Knowledge of technical systems programming maintenance and repair. Knowledge of computer systems security methods and practices. Knowledge of systems programming and design methods, practices, and procedures. Knowledge of customer services and public relations practices.

Skill in creating, designing, programming, implementing, and troubleshooting systems applications. Skills in providing technical support and training to staff and end users. Skills in utilizing verbal and written communication to develop and present reports, training and presentations related to systems programming needs and/or innovations. Skills in learning and implementing new technologies to better serve the end user(s). Skills in utilizing a variety of computer software and peripherals to develop complex basemaps, map layers and topographical maps. Management skills to work on projects with third party contractors and agency staff for computerized mapping, digital data creation, conversion, manipulation and analysis. Skills in creating and interpreting data models quality control using a computer and related software applications. Converting data to and from multiple platforms; reading a variety of technical maps, drawings, and other related items. Understanding, using and applying database management systems, tools, and techniques. Knowledge of how to collect, interpret, and integrate relevant geographic data from multiple sources. Communication and interpersonal

skills as applied to interaction with coworkers, supervisor, and the general public. in exchanging and/or conveying information and to receive work direction.

**PHYSICAL DEMANDS:**

Positions in this class typically require reaching, fingering, grasping, talking, hearing, seeing and repetitive motions.

**WORK ENVIRONMENT:**

Sedentary Work: Exerting up to 10 pounds of force occasionally and/or a negligible amount of force frequently or constantly to lift, carry, push, pull or otherwise move objects, including the human body. Sedentary work involves sitting most of the time. Jobs are sedentary if walking and standing are required only occasionally and all other sedentary criteria are met.

**SPECIAL REQUIREMENTS:**

Safety Sensitive: N

Department of Transportation - CDL: N

Child Sensitive: N

The City of Chattanooga, Tennessee is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the City will provide reasonable accommodations to qualified individuals with disabilities and encourage both prospective and current employees to discuss potential accommodations with the employer.