

NOW HIRING:

Geographic Information System Specialist



The City of Ithaca is now accepting applications for the position of Geographic Information System Specialist.

Location: City of Ithaca, NY
Department: Department of Public Works – Water and Sewer Division
Classification: Competitive
FLSA Status: Non-Exempt
Bargaining Unit: CSEA Administrative Unit
Salary: \$60,505 - \$71,933

Position Description: The work involves responsibility for the development, maintenance and operation of a Geographic Information System (GIS). The duties vary according to assignment; however, in general, the duties focus on the daily development and operation of the GIS. This class differs from Geographic Information System Map Technician in that a Geographic Information System Specialist performs a greater scope of duties, has greater independence of action and greater technical knowledge of the GIS field as well as specific GIS software programs. This class differs from Senior Geographic Information System Specialist in that the work of the Geographic Information System Specialist is focused on the daily operation of the GIS, rather than program implementation, system modification, or the management of the GIS program. The work is performed under the general supervision of the Geographic Information System Administrator with leeway encouraged in exercising independent judgment in carrying out the details of the work. Does related work as required.

To view the complete job description, visit: [Geographic Information System Specialist job description](#).

Minimum Qualifications: Either:

- (a) Possession of a Bachelor's degree in Geographic Information Systems, Geospatial Analysis, Spatial Information Technology or a closely related field with similar course curriculum; or
- (b) Possession of a Bachelor's degree in Geography, Planning, Engineering or a closely related field with similar course curriculum, and one (1) year of full-time paid experience, or its part-time paid and/or volunteer equivalent, creating and editing geographic data, computer mapping, performing GIS analysis, using a GIS or other computerized mapping system, or training others in the use of GIS or other computerized mapping system; or
- (c) Possession of an Associate's degree in Engineering Science, Cartography, Geography or a closely related field, and three (3) years of full-time paid experience, or its part-time and/or volunteer equivalent, as indicated in (b); or
- (d) Graduation from high school or possession of a high school equivalency diploma and successful completion of a college or university certification program in Geographic Information Science and one (1) year of full-time paid experience, or its part-time paid and/or volunteer equivalent, as indicated in (b); or
- (e) An equivalent combination of training and experience as defined by the limits of (a) through (d) above.

Note: College degrees must have been awarded by, and college coursework completed at, a college or university accredited by a regional, national, or specialized agency recognized as an accrediting agency by the U.S. Department of Education and/or U.S. Secretary of Education. If an applicant's degree was awarded by, or college coursework completed at, an educational institution outside the United States and its territories, the applicant must provide independent verification of equivalency. A list of acceptable companies who provide this service can be found at <https://www.cs.ny.gov/jobseeker/degrees.cfm>. Applicants are responsible for payment of the required evaluation fee.

SPECIAL REQUIREMENT: Possession of a valid driver license appropriate to the vehicles operated or otherwise demonstrated ability to meet the transportation needs of the job.

Appointment Status and Exam Requirement: This will be a provisional appointment pending the results of a civil service examination to be scheduled at a later date. Permanent appointment will be dependent upon the candidate's exam score.

Residency Requirements: There are no residency requirements for this position.

Benefits: Refer to the [Fringe Benefits](#) webpage and [CSEA Administrative Collective Bargaining Unit](#).

Supplemental Information:

- Computers are available for use by appointment. To schedule an appointment, contact the Department of Human Resources/Civil Service at (607) 274-6539 or by email to hrdept@cityofithaca.org.
- The City of Ithaca values diverse perspectives and life experiences. We encourage people of all backgrounds to apply, including people of color, women, LGBTQ+, veterans, people with disabilities, and those with lived experiences.
- The City of Ithaca is committed to the full inclusion of all qualified individuals. Consistent with the Americans with Disabilities Act (ADA) and the NYS Division of Human Rights (NYS DHR) it is the policy of the City to provide reasonable accommodation when requested without causing an undue hardship. If accommodation is needed, please call (607) 274 6539 or by email to hrdept@cityofithaca.org.

Application Materials Required:

- City of Ithaca application
- Copy of high school and college transcript
- Copy of driver license

Submit required application materials by March 12, 2025 to:



Web site: <https://ithaca-portal.mycivilservice.com>

Attn: City of Ithaca

Human Resources Department

All applications must be submitted electronically through our online application program. We do not accept paper applications, faxed applications, e-mailed applications or photocopies of applications.

Ithaca is Gorges! We would love to have you on our team!

Issued: February 25, 2025