



STATE OF OREGON  
invites applications for the position of:

# Information Systems Specialist 2 (Part-Time GIS Technician)

---

**JOB CODE:** OCDT10483

**OPENING  
DATE/TIME:** 07/20/10 12:00 AM

**CLOSING  
DATE/TIME:** 08/03/10 11:59 PM

**SALARY:** \$16.43 - \$22.64 Hourly

**JOB TYPE:** Permanent

**LOCATION:** Salem, Oregon

**AGENCY:** Transportation-Development

**DESCRIPTION:**

OREGON DEPARTMENT OF TRANSPORTATION - OCDT10483 - Salem

This is a regular **part-time position** with a flexible work schedule in the Transportation Development Division of ODOT located in Salem.

This position conducts Geographic Information System (GIS) analysis and assists in developing and maintaining GIS applications. The results of these efforts are distributed statewide to customers utilizing World Wide Web Internet/Internet Technology as well as desktop workstation tools. GIS applications maintained by this position provide analysis which supports federally mandated Functional Classification/Federal Aid System, National Highway System, Statewide Transportation Improvement Program (STIP) development and the Highway Performance Monitoring System (HPMS). Applications are used in determining locations for transportation improvements and eligibility for funding. GIS products support transportation planning, Oregon Transportation Management Systems (OTMS), statewide street network locations and safety related initiatives. This position assists in delivering training and provides user support for applications, spatial data and GIS use throughout the Oregon Department of Transportation (ODOT).

*Due to extraordinary budgetary shortfalls, Oregon state government is continuing cost reduction measures which include mandatory unpaid time off (furlough days) and suspending salary step advancement during the 2009-2011 biennium. Positions are subject to these measures based upon representation, and salary range. In general terms, employees are subject to 10 – 14 furlough days, and will not receive salary step increases until at least August 31, 2010.*

**If offered employment and you are not currently an employee of the Oregon Department of Transportation you will be subject to a criminal background check.**

**DUTIES & RESPONSIBILITIES:**

Provide technical customer support and deliver training in the use of GIS applications using email, telephone and in person at the customer's work site.  
Analyze, document and resolve GIS software problems in the use of web-based applications.  
Analyze and document user issues with web-based GIS applications or web sites, submit Request(s) for Work (RFW) and draft GIS project proposals as necessary.  
Provide training for internal and external GIS staff in the use of various applications and spatial analysis software.  
Provide point-of-contact for customers regarding the use of GIS Unit developed web applications or web sites.

Perform version compatibility testing for web based GIS.  
Monitor the performance of existing web based GIS applications making system modifications as required.  
Monitor the performance of new web based GIS applications making system modifications as required.  
Produce custom GIS spatial queries by developing or modifying existing computer code using GIS scripting languages and automated plotting equipment.  
Translate and manipulate spatial data files for distribution through various web based applications.  
Compile and prioritize user problems presenting completed analysis and recommending solutions.  
Perform data quality analysis and control for GIS spatial data, recommend data maintenance procedures to ensure results meet ODOT's requirements and specifications.  
Assist in creating standards to validate and support statewide spatial data collection.

**QUALIFICATIONS & DESIRED ATTRIBUTES:**

A high school diploma or equivalent **AND either:**

an Associates degree in computer science or college level coursework that includes 30 quarter (20 semester) computer science credits; **OR**

Two years of experience that includes providing support to staff in the operation, maintenance and installation of computer systems; **OR**

An equivalent combination of education and experience that includes, Geographic Information Systems, Computer Aided Mapping Systems, web based technologies, road networking software, computer programming, surveying, engineering, mathematics, geography, planning, printing/plotting, photo manipulation, mainframe computers, microcomputers, computer report generation or public relations.

*Your application materials must clearly describe how you meet the qualifications. Qualified applicants whose background most closely matches the needs of the position will be invited to interview.*

**ADDITIONAL INFORMATION:**

This Announcement has Supplemental Questions which are required. Online applicants will automatically be directed to the supplemental questionnaire.

This position is represented by the Service Employees International Union (SEIU/OPEU).

Employee will be required to use a vehicle to conduct official business; you must possess and maintain a current, valid driver's license and an acceptable driving record or be able to provide an acceptable alternate method of transportation.

Primary duties are performed in an office environment with extensive use of computer terminals. Occasionally required to perform field work to collect roadway data which involves working in inclement weather and adverse weather or traffic conditions. May require occasional lifting of objects weighing up to 60 pounds.

Business needs require the use of a vehicle and may include overnight travel. Paper applications, can be submitted to the following location:

Oregon Department of Transportation Human Resources  
Human Resource Center  
2775 19th St. SE  
Salem, OR 97302  
Fax 503.378.8957

For information regarding the job announcement, contact ODOT Human Resources 503-378-6202 For help with the on-line application, contact: 1-888-NEOGOV1

ODOT is an Equal Employment Opportunity and Affirmative Action Employer.

This information can be made available in an alternative format by contacting the automated application hotline 503-986-4030 or 1-800-993-8898 or TTY 503-986-3854.

ODOT does not discriminate on the basis of disability in admission or access to our programs, services, activities, hiring, and employment practices.

Contact 1-877-336-6368 (1-877-EEO-ODOT) for questions regarding Equal Employment Opportunity and Affirmative Action.

## Information Systems Specialist 2 (Part-Time GIS Technician) Supplemental Questionnaire

- \* 1. Which of the following best describes your **highest related level of education**?
- ☐ High School Diploma or Equivalent
  - ☐ Some College Coursework, No Degree Received
  - ☐ Associate's Degree
  - ☐ Associate's Degree and additional coursework
  - ☐ Bachelor's Degree
  - ☐ Bachelor's Degree and additional coursework
  - ☐ Master's Degree
  - ☐ Master's Degree and additional coursework
  - ☐ Doctorate Degree
  - ☐ Doctorate Degree and additional coursework
  - ☐ None of the Above
- \* 2. Which of the following best describes the **focus** of your degree?
- ☐ Computer Science
  - ☐ Other Related Degree
  - ☐ My degree is not related
  - ☐ I do not have a degree
- \* 3. If you selected "Other Related Degree" in question 2, please identify the focus of your degree. If you did not, enter N/A.
- \* 4. How many **computer science** credit hours have you completed? Select the Quarter/Semester hours that best describe your completed coursework.
- ☐ 4 Quarter hours/3 Semester hours
  - ☐ 8 Quarter hours/5 Semester hours
  - ☐ 12 Quarter hours/8 Semester hours
  - ☐ 15 Quarter hours/10 Semester hours
  - ☐ 16 Quarter hours/11 Semester hours
  - ☐ 20 Quarter hours/13 Semester hours
  - ☐ 24 Quarter hours/16 Semester hours
  - ☐ 28 Quarter hours/19 Semester hours
  - ☐ 30 Quarter hours / 20 Semester hours
  - ☐ 32 Quarter hours/21 Semester hours
  - ☐ 36 Quarter hours/24 Semester hours
  - ☐ 40 Quarter hours/27 Semester hours
  - ☐ 44 Quarter hours/29 Semester hours
  - ☐ 45-68 Quarter hours /30-45 Semester hours
  - ☐ 69-95 Quarter hours /46-63 Semester hours
  - ☐ 96-143 Quarter hours /64-95 Semester hours
  - ☐ 144-191 Quarter hours /96-127 Semester hours
  - ☐ 192-239 Quarter hours /128-159 Semester hours
  - ☐ 240 or more Quarter hours /160 or more Semester hours
  - ☐ None of the Above
- \* 5. What best describes your level of **experience that includes providing support to staff in the operation, maintenance, and installation of computer systems**?
- ☐ less than 6 months
  - ☐ 6 to 11 months
  - ☐ 12 to 17 months
  - ☐ 18 to 23 months
  - ☐ 2 years

- ☐ 3 years
- ☐ 4 years
- ☐ 5 years
- ☐ 6 years
- ☐ 7 years
- ☐ 8 years
- ☐ 9 years
- ☐ 10 years or above
- ☐ None of the above

\* 6. Describe your experience and training in the use of GIS metadata.

\* 7. Describe your experience and training which prepared you to conduct transportation spatial analysis.

\* 8. Describe your experience and training working with customers to collect specifications and requirements for multi-user GIS data systems.

\* Required Question