

VACANT POSITION

DEPARTMENT: WATER/ADMINISTRATION

OBTAIN APPLICATION: <http://spaldingcounty.com/careers>

SUBMIT APPLICATION AND PROOF OF EDUCATION TO:
employment@spaldingcounty.com or 119 E. Solomon St, Human Resources Office

CLOSING DATE: WILL REMAIN OPEN UNTIL FILLED

Job Title: GIS Analyst (Position #1007)
Salary: Salary: Grade 18, \$65,977.
Work Schedule: 8:00 am – 5:00 pm, Monday through Friday, with the ability to work occasionally outside normal business hours.
This position is Exempt under the Fair Labor Standards Act.

MINIMUM TRAINING AND QUALIFICATIONS: Bachelor's degree in Geographic Information Systems (GIS), Geography, Computer Science, Environmental Science, or a related field. A master's degree is a plus. Prefer a minimum of 3+ years of experience working with GIS technology, preferably in a utility or public service environment. Proficiency with the Esri GIS platform, including ArcGIS suite (ArcGIS Pro) and ArcGIS Online. Strong analytical, problem-solving and critical-thinking skills with the ability to interpret complex spatial operational data and communicate findings clearly. Possession of, or must obtain, FAA Part 107 Remote Pilot Certification within one year of employment. Ability to explain technical concepts to non-technical stakeholders. Strong attention to detail and accuracy in data entry and analysis. Ability to work effectively both independently and as part of a team. Demonstrated ability to manage multiple projects and meet deadlines.

Preferred Qualifications
Experience developing and maintaining web maps, dashboards, applications and enterprise GIS solutions.
Experience with GIS automation, scripting and workflow development using Python, ModelBuilder or similar technologies.
Experience with integrating GIS with asset management, work order permitting or other business systems such as OpenGov.
Experience with mobile GIS technologies and field data collection applications such as Field Maps, Survey123, etc.
Possession of the GISP or GISP-E certification.

GENERAL STATEMENT OF JOB: The GIS Analyst is responsible for developing, maintaining, analyzing, and interpreting Geographic Information System (GIS) data, applications, and technologies to support the operational, planning, and decision-making needs of the Spalding County Water Authority (SCWA) and Spalding County Government. Initially, the position will primarily support the Spalding County Stormwater, Public Works, and Emergency Management departments, with the potential to expand support to additional departments over time.

The GIS Analyst performs advanced geospatial analysis, manages enterprise GIS datasets, develops maps and GIS applications, supports asset management and operational workflows, and provides technical expertise to departmental staff. The position collaborates with stakeholders across the organization to improve business processes, enhance data quality, and deliver actionable information that supports organizational goals and strategic initiatives.

Under the direction of the GIS Manager, the GIS Analyst plays a critical role in ensuring the accuracy, accessibility, and effective use of spatial data throughout the organization. The position also supports the evaluation and implementation of emerging geospatial technologies, including mobile GIS, automation, remote sensing, and unmanned aircraft systems (UAS/drone) technologies. Occasional field verification, GPS data collection, and drone-related activities may be required to support data maintenance, project implementation, and quality assurance efforts.

ESSENTIAL JOB FUNCTIONS

ALL FUNCTIONS MAY NOT BE PERFORMED BY ALL INCUMBENTS

Develop, maintain and manage GIS datasets, geodatabases and other GIS resources.

Perform spatial analysis data modeling and geoprocessing to support operational activities, infrastructure management, planning initiatives and organizational decision-making. Prepares maps, reports, dashboards and other geospatial products.

Design, develop and maintain GIS applications, web maps, dashboards and data-sharing solutions using ArcGIS Online and related technologies.

Develop and maintain automated GIS workflows, scripts and integrations to improve efficiency, data quality and business processes.

Support the administration, maintenance and troubleshooting of GIS software, applications, databases and related technologies. Identify opportunities for system enhancements and process improvements.

Collaborate with the water authority and county departments, consultants and external stakeholders to integrate GIS with business systems, streamline workflows and support cross-functional projects.

Prepare technical documentation, standards, metadata and standard operating procedures. Provide training, technical support and guidance to staff on GIS tools, applications and best practices.

Assist in the planning, development, implementation and management of GIS projects and initiatives. Research, evaluate and recommend emerging geospatial technologies and solutions.

Support the Authority's unmanned Aircraft Systems (UAS) drone program.

Process and analyze geospatial data derived from aerial imagery, remote sensing platforms, GPS, LiDAR and other sources to support infrastructure management, engineering, planning and field operations.

Conduct occasional field verification, asset inventory, GPS data collection and mobile GIS activities to support data maintenance, project implementation and quality assurance efforts.

May serve as a technical lead on some assigned GIS projects and perform other GIS-related duties as assigned by the GIS Manager.

Perform any other GIS related tasks and projects as assigned by the GIS Manager to support departmental goals and objectives.

June 10, 2026
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