



GIS / Geospatial Technician

RCAP Solutions, Inc. is currently seeking an experienced **GIS/Geospatial Technician** to join their team of professionals in State College, PA.

About Us:

Established in 1969 (as Rural Housing Improvement), RCAP Solutions has been helping individuals, families, communities and small business owners with a wide range of housing and other beneficial services for almost a half a century. To learn more about the organization, please visit us at: <http://www.rcapsolutions.org/>.

Job Summary:

The GIS/Geospatial Technician will be the primary expert in providing staff support on GIS, GPS and related services. This position will primarily involve working with small public water and or wastewater systems, including transient community, non-community and non-transient non-community systems. Project types include, but are not necessarily limited to utility mapping, Asset Management Planning, Source Water Protection and basic demographics. Position will also involve training and technical assistance to other staff and community clients on the operation of GPS equipment and the use and maintenance of GIS applications and data layers.

Job Responsibilities:

- Developing GIS and data base tools to assist communities
- Attending public meetings and providing public education
- Interfacing with primacy and community officials, leaders and other project staff
- Coordinating the efforts of technical, regulatory, funding and community officials as appropriate
- Helping pursue Direct Service Contracts
- Monitor and evaluate the progress of the project.
- Using milestones or other measures established by supervisors, report regularly on the progress of the project.
- Perform additional related tasks as requested by the community, funding or regulatory agencies.

Requirements:

Education and Experience:

- Bachelor of Science with a major in environmental science, geographic information systems/geospatial science, geography or computer science.
- 3 - 5 years of experience in geographic information systems (ArcGIS/ArcMAP) and GPS utilization.
- At least 3 years' experience with ArcMap 10 creating multi-layers maps, including CAD integration, georeferencing images, digitizing lines, points and polygons, spreadsheet joins and query filtering.
- Must have significant GIS coursework/advanced training in the use of ESRI GIS products.
- Strong field experience with GPS (preferably Survey-grade) by collecting, downloading, uploading and manipulating in ArcMap.
- Experience with developing high quality mapping, trainings, and reference tools to be used by local, regional, state and or federal agencies

205 School Street • Gardner, MA 01440
1.800.488.1969 • TTY: 978.630.6754
FAX: 978.630.2751 • www.rcapsolutions.org

- Experience in Small Utility Asset Management Planning and Software
- Entrepreneurial in nature-self motivated
- Experience in writing environmental reports
- Demonstrated differential correction of GPS data is a plus.
- Python and VB programming skills is a plus.
- Working knowledge of drinking water and wastewater system components is preferable.

Skills and Abilities:

- Knowledge of various methods for describing the location and distribution of land, sea and air masses including their physical locations, relationships and characteristics.
- Familiarity with state and federal GIS sites and downloads.
- Familiarity with the process of translating system needs assessments to accurate mapping and associated data retrieval.
- Must have superior technical skills (especially in ArcGIS, Excel and Access), attention to detail, and the ability to function as a contributing team member.
- Field and office organization, digital and paper file management skills are required.
- Must have strong documentation and communication skills; be able to work in a highly dynamic environment with multiple tasks; and collaborate with peers across organizational structures.
- Must have a valid state Driver's License
- Ability to convey GIS/spatial information to non-GIS/technical people.
- Ability to solve problems using the GIS suite of tools.
- Ability using and developing computer programs to solve problems.
- Position involves extensive travel requiring both daily and overnight trips which could include weekends and frequent evening meetings. Over 50% of time is likely to be spent out of the office in local and/or overnight travel and at meetings in other locations.

Compensation and Benefits:

RCAP Solutions, Inc. offers an excellent compensation and benefits package, including health, dental, 403b, vacation, 13 paid holidays, STD/LTD, etc.

To Apply:

Send cover letter and resume to our Human Resources Department.

Email: HR@rcapsolutions.org or Fax: (978) 630-2751.

Equal Opportunity Employer

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