**ELKHART COUNTY GOVERNMENTAL POSITION VACANCY NOTICE**

**GIS COORDINATOR**

**DEPARTMENT: Planning & Development**

**HIRING RANGE: $26.59/hour.  Longevity pay after 3 years.**

**BENEFITS OFFERED: Health, Dental, Vision and Life Insurance; Free LTD Insurance; Free Health Clinic;** **Retirement Pension; 13 Paid Holidays annually; Generous Paid Vacation and Sick Time**

**POSITION TO BE FILLED: ASAP**

**HOURS & DAYS OF WORK: Monday-Friday, 36 hours per week**

**LOCATION OF POSITION: Public Services Building**

**TRAVEL REQUIREMENTS: Within County (please complete driving page on application)**

**JOB SUMMARY:**

**Responsible for providing leadership and technical support for GIS, designing and developing GIS related procedures, and planning, coordinating, and guiding GIS support activities throughout the County’s Departments.**

**JOB REQUIREMENTS:**

* **Bachelor’s Degree in computer technology, geospatial information systems, business management, or public administration, or equivalent combination of education and experience required.**
* **Knowledge of SQL, Microsoft Office, Python and ESRI’s suite of products including but not limited to ArcGIS Desktop (ArcGIS Pro and ArcMap), ArcGIS Enterprise and ArcGIS Online.**
* **Knowledge of land surveys, property legal descriptions, and coordinate geometry techniques**
* **Ability to work on several tasks at the same time, often under time pressure**
* **Excellent organizational, communication skills and a sound knowledge of office procedures and practices**
* **Pre-employment background check**

**For additional information or to apply, visit** [**www.elkhartcounty.com**](http://www.elkhartcounty.com) **and click “Employment Opportunities”**

**Elkhart County Human Resources**

**117 N. Second Street, Goshen, IN 46526**

**Telephone: (574) 535-6725 FAX: (574) 535-6750**

**APPLICATIONS ACCEPTED UNTIL POSITION IS FILLED**

**Elkhart County is an Equal Opportunity Employer**