COBB COUNTY GOVERNMENT

Human Resources Department
Employment Center, 100 Cherokee Street,
Second Floor
Marietta, GA 30090-7006
http://hr.cobbcountyga.gov

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Requisition Details

Requisition Title/Job Title:	GIS/CADD SUPERVISOR
Department:	Tax Assessors Office
Position Number:	3912001
Salary:	$46,508.80 - $74,256.30 per year
Position Type:	Full-Time
Hours worked per week:	40
Issue Date:	01-19-2012
Final Filing Date:	02-02-2012
Essential Job Functions:	Serves as supervisor of GIS technicians and GIS specialists; establishes procedures for workflow from inception of data to final product. Develops and implements standards for data input and maintenance for GIS; performs intermediate to advanced GIS analysis functions. Performs complex, detailed, digital line work processing and editing; completes final clean-up and accuracy checks on digitized maps; performs quality assurance and quality control on final GIS products. Creates databases linked via an attribute to provide information and history on graphic materials; performs graphic features links with databases. Performs GIS functions such as topological overlays; prepares set-up for digitizing and mapping productions. Generates and assembles computer maps for specific purposes in response to requests from both internal and external customers. Organizes, creates, manipulates, enters and retrieves GIS data for reporting, analysis and presentation purposes. Implements technical methodologies for creation and use of spatial and tabular data. Prepares and interprets source documents and spatial data for digital conversion. Performs other related duties as assigned.
Minimum Qualifications:	Bachelor's degree in Geography, Computer Information Systems or related field; supplemented by three years progressively skilled experience in receipt, manipulation and interpretation of spatial and tabular GIS data utilizing current technologies; or an equivalent combination of education, training and/or experience. Preferred requirements: Five years of GIS/ CADD experience in a public sector environment. Two years GIS/CADD supervisor experience.
Grade:	54
Status:	Exempt
Requisition:	0001013 (TR)

Cobb County Government is a smoke free environment for all employees.