

WEXFORD COUNTY COUNCIL
QUALIFICATIONS FOR POST OF
GEOGRAPHIC INFORMATION SYSTEM (GIS) TECHNICIAN

1. CHARACTER :

Each candidate shall be of good character.

2. HEALTH :

Candidates shall be free from any illness which would render them unsuitable to hold the post and be in a state of health such as would indicate a reasonable prospect of ability to render regular and efficient service.

3. AGE :

Each Candidate who reaches the age of 65 years prior to appointment will cease to be eligible for appointment.

4. EDUCATION, TRAINING, EXPERIENCE, ETC:

Each candidate must, on the latest date for receipt of completed application forms:

- (a)** Hold a Degree qualification (Level 7 or Level 8) in Geographic Information Systems (GIS) or an equivalent qualification that has GIS as a significant module within it,

and

Have at least **three years** satisfactory relevant GIS experience

and

Have demonstrable knowledge and experience in a **minimum of three** of following areas –

- ArcGIS desktop, ArcGIS Server, ArcGIS Pro, AGOL
- Knowledge of Web Appbuilder for ArcGIS and experience in the development of web apps to display, capture and analyse data
- Data extraction, conversion and analysis using FME
- Knowledge and experience in the use of FME Server
- Knowledge and experience in the use of Lean Six Sigma to deliver process improvements
- Experienced in the use of spatial databases and database management
- Knowledge, production and use of map services
- Experience in the creation and maintenance of spatial datasets in ArcGIS
- Knowledge of data quality issues and the creation of data quality workflows and metadata.

(b) Candidates must also:

- Have strong IT and graphic skills and proven ability to present maps and documents to a high standard
- Possess strong written and verbal communication skills
- Be a good team player

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PARTICULARS OF EMPLOYMENT

1. The post is whole-time, permanent and pensionable.
Persons who become pensionable employees of a Local Authority who are liable to pay the Class A rate of PRSI contribution will be required in respect of their superannuation to contribute to the Local Authority at the rate of 1.5% of their pensionable remuneration plus 3.5% of net pensionable remuneration (i.e. pensionable remuneration less twice the annual rate of social insurance old age contributory pension payable at the maximum rate to a person with no adult dependant or qualified children).

All persons who become pensionable employees of a Local Authority will be required in respect of the Local Government (Spouses and Childrens Contributory Pension) Scheme to contribute to the Local Authority at the rate of 1.5% of their net pensionable remuneration (i.e. pensionable remuneration less twice the annual rate of social insurance old age contributory pension payable at the maximum rate to a person with no adult dependant or qualified children) in accordance with the terms of the Scheme.

For new entrants under the **Single Public Service Pension Scheme** effective from 01/01/2013, superannuation contributions are 3.5% of net pensionable remuneration and 3% of pensionable remuneration.

2. **PROBATION:**

Where a person who is not already a permanent employee of a local authority is appointed, the following provisions shall apply:-

- (a) there shall be a period after such appointment takes effect during which such person shall hold such employment on probation;
- (b) such period shall be one year but the Chief Executive may, at his discretion, extend such period;
- (c) such person shall cease to hold such employment at the end of the period of probation, unless during such period the Chief Executive has certified that the service of such person is satisfactory.

3. **SALARY:**

The salary shall be fully inclusive and shall be as determined from time to time. Holders of the post shall pay to the local authority any fees or other monies (other than their inclusive salary) payable to or received by them by virtue of their employment or in respect of services which they are required by or under any enactment to perform. An allowance may also be payable in respect of travel expenses and subsistence.

SALARY:€41,625.00 - €49,990.00 (LSI 2)

Starting pay for new entrants will be at the minimum of the scale. The rate of remuneration may be adjusted from time to time in line with Government pay policy.

4. **DUTIES** :

The duties of the post will be as assigned from time to time by the Head of Information Systems and may include:

- Maintenance of the Councils Intranet and Internet GIS (ArcGIS Web Appbuilder, AGOL, ArcGIS Desktop & SQL Server)
- Development of web apps to support mobile data capture
- Development and maintenance of FME workspaces and scheduling using FME server
- Analysis of existing processes using Lean Six Sigma and presentation and delivery of process improvements
- Creation and maintenance of spatial datasets and spatial databases
- ArcGIS desktop and ArcGIS Pro map creation, printing, user support
- Spatial analysis
- Data quality control and assessment
- Any other duties which may be assigned

Holders of the post may be assigned to work in all appropriate areas in the course of their employment.

5. **HEALTH** :

For the purposes of satisfying the requirement as to health it will be necessary for successful candidates, before they are appointed, to undergo at their expense a medical examination by a qualified medical practitioner to be nominated by the local authority. On taking up appointment, the expense of the medical examination will be refunded to the candidate.

6. Holders of the post shall reside in the district in which their duties are to be performed or within a reasonable distance thereof.

7. **RETIREMENT/SUPERANNUATION:**

Single Public Service Pension Scheme:

Effective from 1st January 2013, **The Single Public Service Scheme** applies to all first-time new entrants to the public service, as well as to former public servants returning to the public service after a break of more than 26 weeks.

All new entrants to pensionable public service employment on or after 1 January 2013 are, in general, members of the Single Scheme.

Pension Age : Minimum pension age of 66 years (rising to 67 and 68 in line with State Pension age changes). Scheme Members must retire at the age of 70 years.

New entrants to the public service appointed on or after 1st April, 2004.

Retirement Age will be determined by the terms of the Public Service Superannuation (Miscellaneous Provisions) Act, 2004. The Act introduces new retirement provisions for new entrants to the public service appointed on or after 1st April, 2004. For new entrants there is no compulsory retirement age and 65 is the earliest age at which retirement benefits can be paid.

In all other cases, 60 years is the minimum retirement age, with 65 years being the maximum retirement age.

8. RECRUITMENT:

Selection shall be by means of a competition based on an interview conducted by or on behalf of the Local Authority,

A local authority may decide, by reason of the number of persons seeking admission to a competition, to carry out a short-listing procedure. The number of persons to be invited to interview shall be determined by the local authority

A Panel may be formed on the basis of the interviews. Candidates whose names are on a panel and who satisfy the local authority that they possess the qualifications declared for the post and that they are otherwise suitable for appointment may within the life of the panel be appointed as appropriate vacancies arise. The life of the panel will not be more than one year reckoned from the date of the formation of the panel unless extended.

The County Council will not be responsible for any expenses a candidate may incur in attending for interview.

9. PERIOD OF ACCEPTANCE:

The Local Authority shall require a person to whom an appointment is offered to take up such appointment within a period of not more than one month and if he/she fails to take up the appointment within such period or such longer period as the Local Authority in its absolute discretion may determine, the Local Authority shall not appoint him/her.

WEXFORD COUNTY COUNCIL IS AN EQUAL OPPORTUNITIES EMPLOYER