
CARTOGRAPHER III #42575 - Dept of Safety - Internal(Job Id 6719)

Location: US:NH:CONCORD

Post Date: 05/11/2016

Category: TECHNICAL

Close Date: 05/19/2016

Employment Type:

Salary: 42,646.500-57,525.000 USD

Description

Thank you for your interest in exploring career opportunities in New Hampshire State Government. Prior to clicking the "Apply Now" button above, it is important that you read the requirements for this position below. Please bear in mind that your education and experience must be relevant to the specific position you apply for. Complete your on-line profile including your employment history, education history, credentials, and contact information. You are encouraged to attach a copy of your current resume, however resumes will not be accepted in place of a fully completed application for employment. Original transcripts with a Registrar's signature and/or seal may be scanned and attached to your profile. Attachments made to your profile will be submitted with each application. If transcripts are required and are not attached to your profile, please forward copies of original transcripts with a Registrar's signature and/or seal, to the Human Resources office listed below referencing the Job Id you have applied to.

State of New Hampshire Job Posting
Department of Safety
Division - Homeland Security and Emergency Management
33 Hazen Drive, Concord NH 03305
Cartographer III
Labor Grade 22
Position # 42575
\$42,646.50 - \$57,525.00

The State of New Hampshire, Department of Safety - Division of Homeland Security and Emergency Management has a full time vacancy for Cartographer III.

Summary:

Performs all-hazards and counterterrorism mapping utilizing geospatial functions and research in support of initiatives within the Information and Analysis Center (IAC) and to support the mission of the Department of Safety.

Responsibilities:

Develops and maintains the Geographic Information System (GIS) component of the IAC by utilizing best practices for data management. Recommends policies and procedures, creates GIS presentations and training applications related to this function.

Works with the Division of Emergency Services GIS Section to design and implement complex GIS data models and templates. Creates edits and finalizes maps, graphs and charts. Utilizes data layers relative to towns, cities, structure locations, emergency service areas, critical infrastructure, public health and safety information and other data to create finished products. Reviews products for

accuracy, and adherence to state and federal standards and specifications.

Utilizes GIS software to make queries and perform informational analyses of location, relationships, trends, patterns, adjacency, containment and proximity of complex features and data. Produces a wide variety of maps, reports and other products using geographic information system software and related tools.

Coordinates with local, state and federal officials to create accurate data layers on mapping products for a variety of all-hazards uses. Ensures GIS activities of the IAC are effective, operational and in compliance with established state and federal standards. This is accomplished by reviewing and analyzing data; making recommendations for changes in procedures, guidelines, etc.; and devising methods of accomplishing program objectives.

Creates maps of critical infrastructure and key resources (CI/KR) to illustrate damage, response and any other information needed for emergency response and/or public messaging during activation of the State Emergency Operations Center and in support of HSEM (Homeland Security and Emergency Management) and the Department of Safety.

Provides training to others in the use and applications of GIS for real world applications.

Maintains proficiency and attains additional skills as appropriate in database and system management including but not limited to: CI/KR and other all-hazards databases, ArcGIS Server and SDE management, advanced GIS geo-processing, raster and vector analyses, and WEBOC.

Demonstrates an ability to solve homeland Security-related problems utilizing GIS tools.

Attends meetings, trainings, and conferences appropriate to the position, acting as liaison for the IAC with various private, local, state and federal agencies to exchange information, resolve problems and provide customer service.

Ensures compliance with the Department and Division policy and procedures, adheres to legal, privacy and ethical decisions, guidelines and regulations, and performs other duties as necessary.

Other information:

MINIMUM QUALIFICATIONS:

Education: Bachelor's degree from a recognized college or university with major study in architecture, cartography, geography, geomatics, geology, surveying, engineering, computer science, graphic art, or related field.

Experience: Three years' experience in cartography, surveying, or mapping, or in a closely related field, two years of which shall have been in a supervisory capacity.

Or

Education: Associate's degree from a recognized college or technical institute with major study in Computer Aided Design and Drafting (CAD), Geographical Information Systems (GIS), computer science, cartography, commercial art, drafting, graphic art, or a related field.

Experience: Five years' experience in cartography, surveying, mapping, or in a closely related field, two years of which shall have been in a supervisory capacity.

License/Certification:

Must possess a valid driver's license for statewide travel.

For Cartographer III- Information and Analysis Center (IAC)- only: Must obtain and maintain Protected Critical Infrastructure Information (PCII), and Chemical-Terrorism Vulnerability Information (CVI), certifications within one year of employment.

SPECIAL REQUIREMENTS:

- 1) Must have good sense of design layout and proportion. Must have advanced abilities to use the latest GIS industry-standard technology for data preparation and map production. Must be able to perform duties in stressful and time-sensitive environment; maintain, and adapt quickly to changes in GIS technologies, and have the ability to enforce accuracy in all GIS data that leaves the office.
- 2) Must work extended hours at night and on weekends when required during statewide emergencies.
- 3) Candidates will undergo comprehensive background investigations.
- 4) For Cartographer III (IAC) only: Must work a flexible schedule to include nights and weekends, to accomplish the mission of the IAC. Must carry a cell phone, pager, or other mobile notification device.
- 5) For Cartographer III (IAC) only: Must obtain and maintain a US Government Security clearance within one year of employment.
- 6) For appointment consideration, Cartographer III applicants must successfully participate in a structured interview measuring possession of knowledge, skills, and abilities identified as necessary for satisfactory job performance by this class specification. The structured interview is developed and administered, according to Division of Personnel guidelines, by representatives of the state agency in which the vacancy exists.

Preferred Qualifications: Experience working in a fusion center, business or government continuity planning, homeland security , emergency management or related field with responsibilities in research, planning, monitoring and evaluation. Familiarization with critical infrastructure protection planning, risk/hazard assessments, multi-criteria analysis, weighted overlay, geo-processing and WEBOC. Demonstrated abilities with ESRI software and GIS products; and geospatial data analysis, conversion and projection with ESRI products. Experience with aerial photo interpretation, map reading, map production, GPS, etc. Verbal communication skills, organizational skills and experience in writing composition and report writing.

Employees may be required to pay an agency/union fee.

For further information please contact: Linda Tessier, Administrator, linda.tessier@dos.nh.gov , 603-223-3624.

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