

**Job GIS Intern
City of Cambridge IT Department**

Posting Date: 09/21/16

Closing Date: until filled

The City of Cambridge is looking for a part-time GIS Intern. A major theme of this position is the use of 3D within GIS. The ideal candidate will have at least one year's experience using ESRI ArcGIS, worked with relational databases, and has experience with 3D. Only individuals with proven, hands on GIS experience will be considered. Experience with 3D in GIS applications, CityEngine, SketchUp, Python, or SQL Server a plus.

Essential Duties and Responsibilities

- Assist Cambridge GIS staff with the development of 3D data, applications, and visualizations.
- Maintain, edit, and develop maintenance procedures for citywide geodatabases using ESRI ArcGIS software
- Work with the City GIS staff to ensure that newly developed databases and map products meet City GIS standards for accuracy, content, and documentation
- Work with GIS user departments in meeting GIS project, analysis and mapping needs.
- Work with relational databases including SQL Server and Access
- Provide user support for ArcGIS questions, projects, etc.

Minimum Qualifications

- Enrolled in or completed bachelor's degree program with major course work in GIS, geography, cartography, land sciences, computer science or related subject area
- Minimum 1-year experience in using ESRI's ArcGIS software.
- Experience in data manipulation and analysis using relational databases
- Operating Systems: Windows

Knowledge, Skills and Abilities

- Excellent communication, interpersonal and analytical skills
- Ability to work with other IT staff in integrating databases and technologies.
- Ability to work with other non-IT staff in determining specific project and department GIS needs
- Strong organizational skills
- Knowledge of ArcGIS Pro, CityEngine, SketchUp, Python, or JavaScript a plus

Salary range:

\$15.00 per hour.

Hours:

20 hours per week, possibility of full time hours on a short term basis.

Please provide a cover letter and resume and e-mail to:

GIS-Recruiting@cambridgema.gov .