

Geographic Information System Analyst

Department: Infrastructure, Housing and Environment

Division: Property and Capital Projects

Reports to: Geospatial Data and System Manager

JE Reference: IHE1118

Grade: CS09 **JE Date:** 3/11/2021

Job purpose

Developing, implementing and administering the Government of Jersey digital map and the Jersey Land and Property Address database in accordance with the objectives of the Government Geospatial Strategy, mapping land parcels, buildings, contours and supplementary data pertaining to the Government geospatial data portfolio.

In addition to enabling effective land and property management across the Government portfolio, the geospatial data is sold to a wide variety of commercial users through the Government of Jersey geospatial business partners. These partners require the latest up to date and accurate data in order to maximise the return to Government and provide a return to maintain the data and service. The role will support the Geospatial Data and System Manager in providing an effective mapping service to all stakeholders, including all Government users, commercial users and the public.

Job specific outcomes

Maintain and support the core geospatial data sets so that they meet current standards, including the base map, contours, address points of the JLPI, ortho photos and 3D data sets.

Develop relationships and work collaboratively with other GIS professionals across Government to understand their business needs, priorities and requirements, ensuring a comprehensive digital mapping service is available across all Government functions which utilise such data, including public users in the wider community.

Assist in the development of mapping applications and tools for loading or transferring data between different systems and maintain a geographical library with a range of different maps and prepared information to be utilised in accordance with the latest trends and newest information.

Project manage small to medium scale projects, ensuring they are delivered on time and within budget. Prepare project plans for the implementation of systems in Government Departments, including data conversion, interfaces to existing systems, training of users and management reporting. Carry out post-implementation reviews by interviewing users and monitoring the performance of the system.

Analyse spatial data through mapping software and design digital maps with geospatial data and various other data sets. Be responsible for discovering patterns and trends through spatial mapping. Design digital maps with geographic data and other data sources, by layering external data over a topographical map, thus converting physical maps into a digital form for computer usage.

Produce maps showing the spatial distribution of various kinds of data related to land and property assets.

Perform data conversion and cleansing into the desired form, producing reports on geographic data utilising data visualisations.

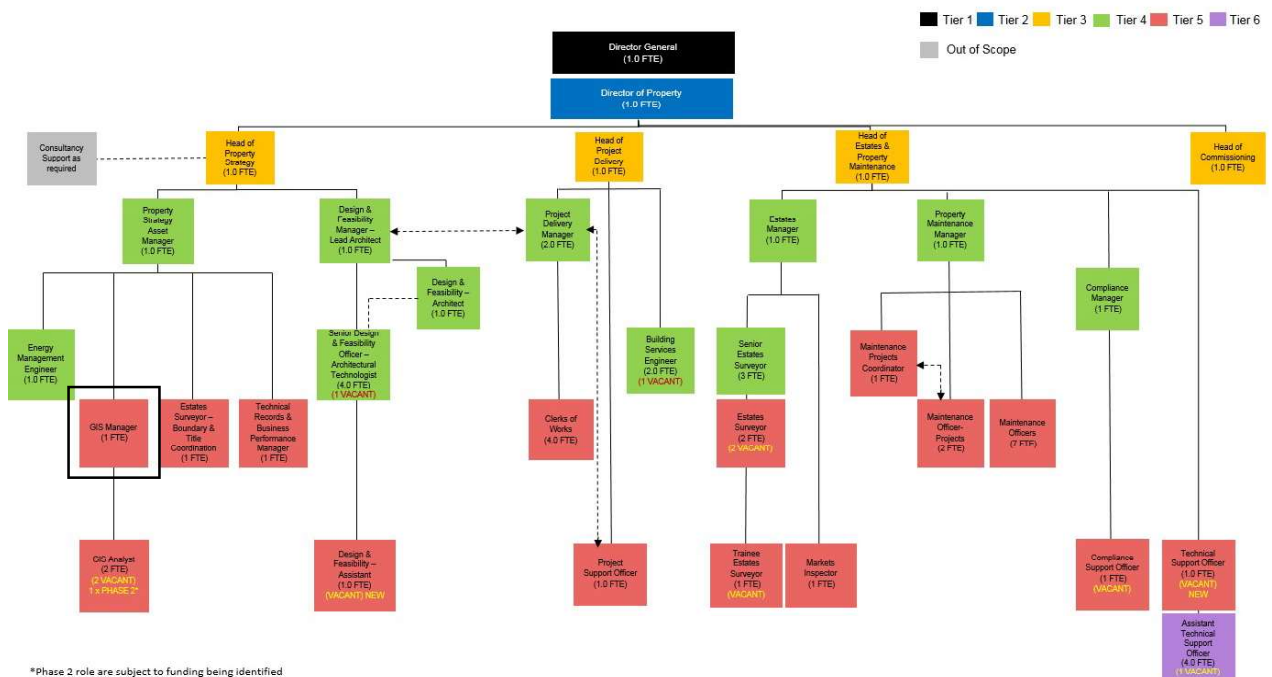
Provide technical support for the effective use of information to support the objectives of the Geospatial Strategy, including outcomes, data integrity, planning, software developments, projects, investigations, assessments, and risk management. Support and assist users by troubleshooting problems and facilitating routine and ad-hoc operations. Identify training needs of users, and adapt, and deliver appropriate training to meet these needs.

Maintain documentation for each application area and ensure that team policies and procedures are kept current.

Statutory responsibilities

Active engagement, participation and compliance with any other statutory responsibilities applicable to the role, as amended from time to time.

Organisational structure



*Phase 2 role are subject to funding being identified

Person Specification

Specific to the role

| ATTRIBUTES | ESSENTIAL | DESIRABLE |
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| <p>Qualifications</p> | <p>Degree in Computer Science, Geography, Surveying, Engineering or equivalent experience in analytics and management information.</p> | <p>Certification of practice in database programming languages such as SQL, R or Python.</p> |
| <p>Knowledge <i>This relates to the level and breadth of practical knowledge required to do the job (e.g. the understanding of a defined system, practice, method or procedure).</i></p> | <p>Proficiency with front end design and mapping languages</p> <p>Knowledge of:</p> <p>ESRI software, including desktop, web applications and server management.</p> <p>Analytical techniques, including technical expertise in data cleansing, data mining, and data enrichment.</p> <p>Reporting packages (Business Objects Power BI, Qlikview etc), relational languages (SQL, Dax etc)</p> | <p>Knowledge of:</p> <p>Government of Jersey specific databases and datasets</p> |
| <p>Technical / Work-based Skills <i>This relates to the skills specific to the job, e.g. language fluency, vehicle license etc.</i></p> | <p>Numerical skills and the ability to work accurately whilst under pressure and produce management information.</p> <p>Analytical skills with the ability to collect, organise, analyse, and disseminate significant amounts of information with attention to detail and accuracy</p> <p>Advanced IT skills, with a knowledge of Microsoft Office software.</p> | |
| <p>General Skills/Attributes</p> | <p>Proven ability to problem solve and implement solutions</p> <p>Accurate keyboard and presentational skills</p> <p>The ability to prioritise and manage own workload</p> | |
| <p>Experience <i>This is the proven record of experience and achievement in a field, profession or specialism. This could include a minimum period of</i></p> | <p>Experience of/with:</p> <p>GPS measuring tools</p> <p>Mapping tools such as ESRI, QCIS or Carto</p> | |

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| <p><i>experience in a defined area of work if required by an external body (for example a period of post-qualification experience).</i></p> | <p>Working in a data analysis or management information role.</p> <p>Experience producing reports and dashboards</p> | |
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Core Accountabilities, Attributes and Behaviour Indicators

Appointees to this role will be required to adhere to and perform their duties in line with the standards identified in the Government of Jersey tier 5 core accountabilities attributes and behaviour indicators.

Organisational structure

One Government Departments

