Senior Geographic Information System Analyst

Department: Infrastructure, Housing and Environment

Division: Property and Capital Projects

Reports to: Geospatial Data and System Manager

JE Reference: IHE1126

Grade: CS10   **JE Date:**   28/1/2022

Job purpose

Maintaining and delivering the Geographic Information Systems core data, developing, implementing and supporting mapping and location aware applications in accordance with the objectives of the Government of Jersey's Geospatial Strategy.

Job specific outcomes

Manage GIS databases, ensuring their integrity and efficient operation, being responsible for addressing and resolving any operational system problems and malfunctions throughout their lifecycle, ensuring they remain accurate, up to date and available to both Government users and third-party commercial users. Organise a detailed register of data sets.

Be responsible for the management of ESRI systems, hardware and software, application development and system administration and maintenance.

Provide system integration solutions, assessing information technology (IT) system requirements, creating an integration plan, combining sub-systems, and building personalised application.

Create and maintain enterprise mapping applications which provide access to the base map alongside specialist charts and spatial information both on the intranet and the public enterprise systems.

Provide a helpdesk service for all systems / application / database users, working with the Information Management team to facilitate the sharing of data across the organisation and supporting online Government initiatives aimed at improving and creating more efficient ways for public interaction and engagement with Government institutions and services.

Co-share the responsibility for the provision of a helpdesk service for all Government mapping users with the Geospatial Data and System Manager. Support and assist users by troubleshooting problems.

Develop relationships with key stakeholders in customer departments and User Groups and work with them to understand business needs, priorities and requirements.

Project manage medium to large 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.

Provide GIS systems management training to stakeholders across Government and mentoring and coaching to the GIS Analyst ensuring that the establishment of robust data mapping capabilities.

Statutory responsibilities

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

Organisational structure
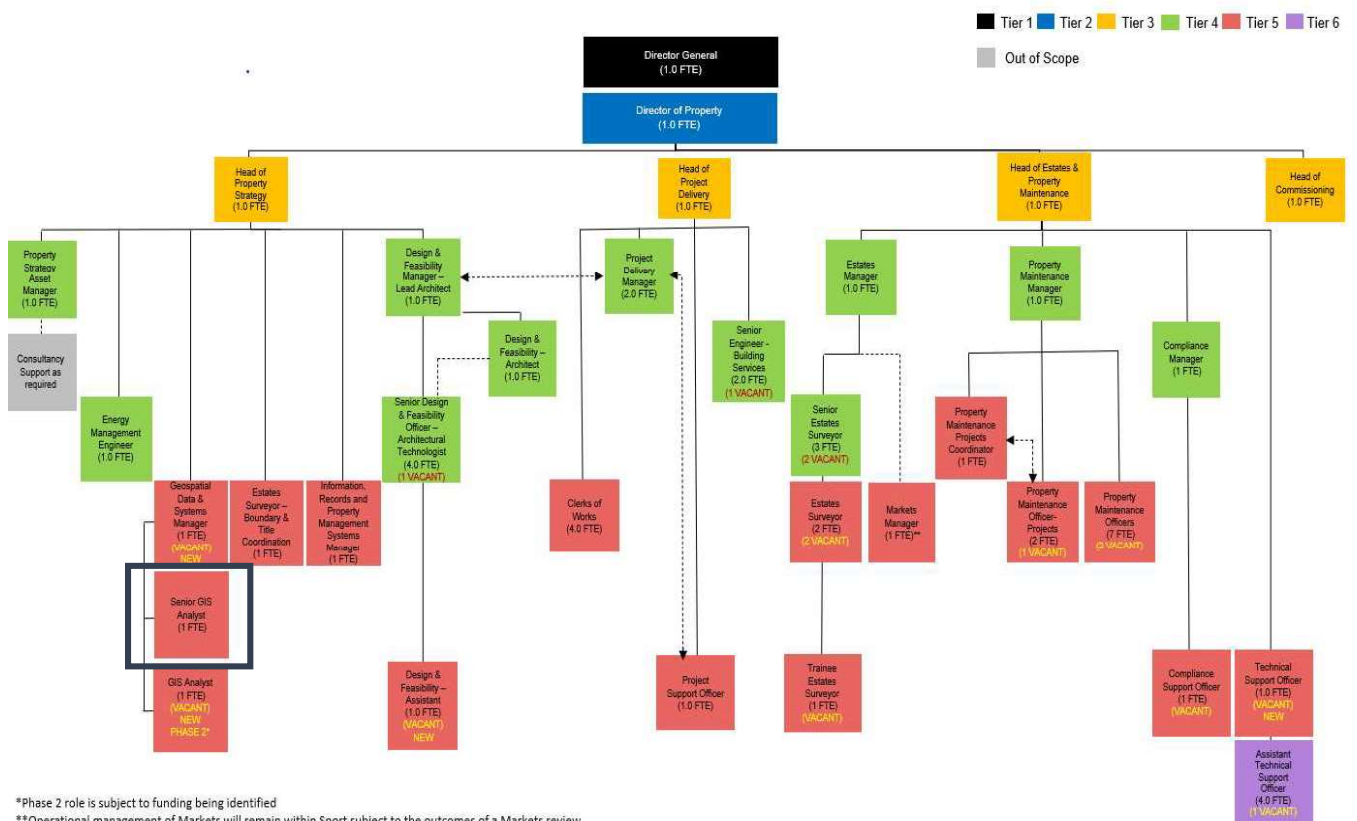
*Phase 2 role is subject to funding being identified
**Operational management of Markets will remain within Sport subject to the outcomes of a Markets review

Person Specification

ATTRIBUTES	ESSENTIAL	DESIRABLE
Qualifications *Please state the level of education and professional qualifications and / or specific occupational training required.*	Degree in Computer Science, Geography, Surveying, Engineering or equivalent experience in analytics and management information. Postgraduate qualification in Records Management, Information Management or equivalent	Certification of practice in database programming languages such as SQL, R or Python. Project management qualification or equivalent
Knowledge *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).*	Knowledge and understanding of legislation and policy as it relates to management information and records in the public sector as relevant to the area of business Knowledge of: Fundamental mapping and data management principles and standards ESRI software, including desktop, web applications and server management. Analytical techniques, including technical expertise in data cleansing and data enrichment. Reporting packages (Business Objects Power BI, Qlikview etc), relational languages (SQL, Dax etc)	Knowledge of: Government of Jersey specific databases and datasets
Technical / Work-based Skills *This relates to the skills specific to the job, e.g. language fluency, vehicle license etc.*	Proficiency with GIS/ mapping systems, preferably the ESRI suite of products and solutions. Proficiency with Microsoft Office suite Ability to use technical business applications designed to capture, store, manipulate and analyse technical data as relevant to the specific service and industry	

	Ability to extract, collate and interpret statistical data The ability to produce written specifications, reports, procedures, and guidelines to a high	
General Skills/Attributes *This relates to more general characteristics required to do the job effectively, e.g. effective written communication skills, ability to delegate, motivation or commitment etc.*	Proven ability to problem solve and implement solutions Accurate keyboard and presentational skills The ability to prioritise and manage own workload	
Experience *This is the proven record of experience and achievement in a field, profession or specialism. This could include a minimum period of experience in a defined area of work if required by an external body (for example a period of post-qualification experience).*	Experience of/with: GPS measuring tools Mapping tools such as ESRI, QCIS or Carto Working in a data analysis or management information role. Experience producing reports and dashboards	

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