GRICUA GIS Technician

The Gila River Indian Community Utility Authority (GRICUA) is currently searching for a full-time GIS Technician. The GIS Technician, under the direction of the Operations Coordinator, is responsible for compiling, verifying, maintaining and entering information into multiple databases; utilizes Geographic Information System (GIS) software and hardware to digitize and enter data.

Essential Duties and Responsibilities:

- Design or prepare graphic representations of GIS data, using GIS hardware or software applications.
- Convert data collected from field operations into GIS database with proper and accurate spatial location.
- Interpret aerial photography or imagery.
- Analyze GIS data to identify spatial relationships and/or display results of analyses, using maps, graphs, or tabular data.
- Enter data into GIS databases, using techniques such as coordinate geometry, keyboard entry of tabular data, manual digitizing of maps, scanning or automatic conversion to vectors, or conversion of other sources of digital data.
- Maintain or modify existing GIS databases.
- Review existing or incoming data for currency, accuracy, usefulness, quality, or completeness of documentation.
- Converts hardcopy-engineering drawings into electronic formats.
- Creates and updates various map types using planimetric and thematic mapping techniques and aerial and satellite data, and maintains map collections.
- Help establish a company-wide standards and practices for data conversion, data maintenance and upgrades.
- Provide technical support within GRICUA to users regarding the maintenance, development, or operation of GIS databases, equipment, or applications.
- Establish and maintain effective working relationships with those contacted in the course of business.
- Perform limited planning, assist in route alternative analysis, selection, and development of sites and corridors for electric utility facilities. Depending on the scope and complexity of the individual project, this responsibility requires close interaction with multi-disciplinary internal project teams, involving engineering, legal and project management staff.
- With the support of GRICUA Senior Staff and legal counsel, negotiate with landowners and their legal representatives for the acquisition and management of land rights for electric utility facilities. Prepare easement packages; perform researches to facilitate acquisition of easement rights.
- Prepare applications, negotiate for, and obtain certain applicable permits from state and local land management agencies for electric utility facilities. These may include encroachment permits; Conditional Use Permits, railroad and DOT permit applications for utility facility crossings and longitudinal encroachments.
- Prepare or assist in preparation of other local and state permits as required.
- Represent GRICUA before local regulatory and land management agencies, boards, planning commissions and councils. Prepares project descriptions and summaries, responds to date requests and, with support from the project team, makes presentations to tribal representatives in public meetings in order to obtain approval for projects.
- Ensure compliance with all land rights related permit conditions and landowner agreements including easement conditions, documentation and releases.
• Is familiar with and maintains Siting and Land Rights computer database for all projects assigned to this position.
• Performs other related duties as assigned or requested.

Knowledge, Abilities, Skills for Success:
• Proficiency in Microsoft Office software, such as data entry, word processing and spreadsheets.
• Proficiency in AutoCAD software
• Basic math skills.
• Basic knowledge of cartographic design.
• Excellent written and oral communication skills.
• Excellent time management and organizational skills.
• Ability to establish and maintain effective working relationships with co-workers.

Qualifications (Minimum Education/Experience):
• Bachelor’s degree in Geography, Engineering, Computer Science, or GIS
• 1-3 years of experience in an electric utility preferred
• Ability to obtain and maintain a general understanding of applicable federal, state and tribal land rights laws, codes, ordinances and regulations
• Ability to collect and summarize GIS data
• Ability to georeferenced/geocode data
• Demonstrated knowledge of ESRI data formats and map optimization techniques.

Interested candidates can download the employment application here:

We will keep the position open until **October 14, 2018 at 2:00 p.m.** – we are anxious to fill it as quickly as possible. Applicants may email their completed application and resume to Linda Michaels, HR Consultant at GRICUA (gricuahr@gricua.net), fax the response to 520-796-0672, place in the U.S. Mail, or hand deliver to GRICUA, Attention: Linda Michaels, 6636 W. Sundust Road, Box 5091, Chandler, AZ 85226-4211.