

Opening Date: October 18, 2021
Closing Date: Open Until Closed
Work Location: Austin, Texas
Posting Number: 22-12
Monthly Salary: \$3,763.17 - \$4,332.08*
Group/Class: B20/0271
Travel %: 15%
Division/Department: WSC/FS&CA/Flood Mapping
Number of Positions: 1

*Salary commensurate with experience and qualifications.

JOB VACANCY NOTICE

Flood Mapping GIS Specialist

(Geographic Information Specialist II)

*Texas Water Development Board, Stephen F. Austin Building
1700 North Congress Ave., Room 670, Austin, Texas 78701*

Please contact Human Resources for accommodation requests.

Phone: (512) 475-2142

Apply at: Work in Texas www.workintexas.com OR

HR@twdb.texas.gov

We offer a competitive compensation and benefits package including medical, dental, vision, 401(k), flexible spending, and flexible work hours so you can have a work/life balance! For more information about these benefits and more visit: <http://www.twdb.texas.gov/jobs/benefits.asp>

Veteran's Preference

Veterans, Reservists or Guardsmen with an MOS or additional duties that fall in the fields of 12Y – Geospatial Engineer, IS – Intelligence Specialist, 0241 – Imagery Analysis Specialist, 1N1X1 – Geospatial Intelligence or other related fields pertaining to the minimum experience requirements may meet the minimum qualifications for this position and are highly encouraged to apply.

Additional Military Crosswalk information can be accessed at

https://hr.sao.texas.gov/Compensation/MilitaryCrosswalk/MOSC_InformationTechnology.pdf

Job Description Summary

Performs complex (journey-level) geographic information system work for the Texas Water Development Board's (TWDB) statewide floodplain mapping program in support of regional and state flood planning and the activities of the Federal Emergency Management Agency (FEMA) Cooperating Technical Partners (CTP) program. Work involves executing technical projects to support floodplain mapping tasks. Work also involves the compiling and documenting data and source information, setting processes and standards for mapping, analysis and interpret results, write reports, and conduct presentations. Works under general supervision, with moderate latitude for the use of initiative and independent judgment. Reports to the Manager of the Flood Mapping Department.

Essential Job Functions

- Creates and disseminates floodplain maps and associated data according to agency approved technical standards and procedures.
- Assists in developing technical standards and procedures for floodplain modeling and mapping.
- Performs quality assurance of GIS Data
- Coordinates with federal, state, and local entities to collect engineering and other data in support of floodplain mapping needs.
- Creates geospatial indexes, catalogs, databases, maps, and datasets.

Female and minority applicants are encouraged to apply.

The Texas Water Development Board does not discriminate on basis of race, color, national origin, sex, religion, sexual orientation, age, or disability in employment or provision of services, programs, or activities.

Please visit TWDB Career Page: <http://www.twdb.texas.gov/jobs/> for more information.

Males born on or after January 1, 1960, will be required to present proof of Selective Service registration on the first day of employment or proof of exemption from Selective Service registration requirement. All offers of employment are contingent upon the candidate having legal authorization to work in the United States. Failure to present such authorization within the time specified by the U.S. Department of Labor will result in the offer being rescinded. Candidates must be eligible to work in the United States without requiring sponsorship. Only applicants interviewed will be notified of their selection or non-selection. Resumes will not be accepted in place of a completed State of Texas application unless indicated.

TWDB participates in E-Verify! Information from each new employee's Form I-9 will be provided to the Social Security Administration (SSA) and, if necessary, the Department of Homeland Security (DHS) to confirm work authorization.

HR-002 (Non-Supervisory)

Revised 06/26/2020



The TWDB is in compliance with the Americans with Disabilities Act and makes reasonable accommodations for applicants and employees with disabilities. If a reasonable accommodation is needed to participate in the job application or interview process, to perform essential job functions, and/or to receive other benefits of employment, please contact the Human Resources Division for assistance at (512) 475-2142. Deaf and hard of hearing applicants may contact our office via Relay Texas at 1-800-735-2989 (TTY/TDD).

Job Vacancy Notice (cont.)

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- Writes, reviews, and evaluates scopes of work, memos, reports, work process, and policy documents.
- Provides presentations to technical and non-technical audiences.
- Provides quality customer service from the department to both internal and external stakeholders.
- Maintains confidential and sensitive information.
- Ensures individual and team files (electronic and hard versions) are appropriately maintained and timely disposed of in accordance with the agency's records retention procedures and schedule.
- Maintains required certifications and licenses and meets the continuing education needs and requirements of the position to include, attending mandatory training courses.
- May be required to operate a state or personal vehicle for business purposes.
- Performs other duties as assigned.

Minimum Qualifications

- Graduation from an accredited four-year college or university with major coursework in Geographic Information Systems Technology, Engineering, Hydrology, Water Resources, Natural/Physical/Environmental Science, or a related field.
- One year progressive work experience in related field.
- Relevant education and experience can be substituted on a year-for-year basis.

Preferred Qualifications

- Experience with ArcGIS Pro, ArcGIS Online, Spatial Analyst, 3D Analyst, and ModelBuilder.
- Experience with preparing and writing technical reports.
- Familiarity with ArcPy or use of Python scripting within the ArcGIS geoprocessing environment to perform geospatial data analysis, data conversion, data management, and automated map and table reports.
- Familiarity working with LiDAR, Digital Elevation Models (DEMs), and geospatial datasets and software

Knowledge, Skills, and Abilities (KSAs)

- Knowledge of local, state, and federal laws and regulations relevant to floodplain management and of the principles and practices of public administration.
- Knowledge of terminology related to geographic information systems, including legal descriptions, cartography, engineering, construction plans, aerial photography, and orthophotography.
- Skills in reading and interpreting engineering documents, surveys, topographic information, and aerial photography.
- Skills in scientific data management, analysis, and interpretation, especially of geospatial datasets and geodatabases.
- Skills in using applicable programming and/or scripting languages such as Python, *etc.*
- Skills in working with Lidar and with spatial data analysis software (*e.g., ArcGIS, etc.*).
- Skills in using Microsoft Office programs such as Word, Excel, and Access.
- Skills in use of internet, email, word processing, spreadsheet, presentation, and database software.
- Ability to adhere to work schedules, follow procedures with respect to leave and submit accurate timesheets by prescribed deadlines.
- Ability to make mature, objective decisions and identify areas of potential problems.

Job Vacancy Notice (cont.)

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- Ability to perform effectively and willingly when changes occur in scope and nature of the work and work environment.
- Ability to perform routine and non-routine work assignments accurately and on-time with little or no supervision.
- Ability to perform assigned duties and improve work habits and/or output.
- Ability to complete assigned work, on time, neatly and with infrequent errors.
- Ability to interpret policies, procedures, and regulations, such as the Code of Federal Regulations and the Texas Water Code.
- Ability to provide prompt, courteous and accurate assistance and clear and concise communication to internal and external stakeholders both verbally and in writing.
- Ability to work and cooperate with others in a team environment.
- Ability to manage multiple tasks and schedule work in order to maintain regular progress on assignments and meet deadlines.
- Ability to stand/sit/move with no physical limitations or aids to perform activities such as retrieve/replace files in a large file system for boxes up to 30 lbs.
- Ability and willingness to travel 15% of the time, primarily within the State of Texas.
- Ability to operate a vehicle (state or personal) for state business and maintain a driver's license and driving record that complies with state and agency requirements.
- Ability to work days that may exceed 8 hours, including early mornings, nights, and weekends.
- Ability to train others.

Remarks

- Copy of required academic transcripts and/or licensures and driving record must be submitted at the time of hire. Failure to provide required documentation will result in no further consideration for employment.
- Important Notice: Otherwise qualified candidates who are ultimately considered for potential employment with the Texas Water Development Board may be the subject of a request for any criminal history record information maintained by the Texas Department of Public Safety (DPS). Evidence of a criminal conviction or other relevant information obtained from the DPS shall not automatically disqualify an individual from employment with the Texas Water Development Board.