

JOB OPENING

NOBLE COUNTY GIS DEPARTMENT – Geographic Information System Analyst

The GIS department has a job opening for a GIS Analyst. This is a full-time position working Monday through Friday 8:00 AM - 4:00 PM. Benefits including health insurance, retirement, vacation, personal and sick time are included for this position.

DUTIES:

- Tax Mapping duties when needed
- General and technical support
- Updating GIS data layers, custom hard copy maps etc.
- Interacting with servers in database and application development
- Assist in the development of long-term system plans and objectives
- Assist in identifying and correcting system and GIS hardware/software problems
- Answering and resolving user questions or problems and providing user support
- Create custom models using Model Builder for performing geoprocessing
- Responsible for acquiring, maintaining, learning, and adapting to new GIS related skills for new technology

QUALIFICATION

- High school diploma. Bachelor's degree from an accredited college or university in Geography, Earth Science, Information Technology, or an equivalent degree preferred.
- The ability to interpret legal descriptions, surveys and subdivision plats
- Basic drafting skills to maintain county electronic GIS tax mapping
- Knowledge of GIS technical skills and concepts
- The ability to analyze data requested
- Knowledge of ArcGIS Enterprise and ArcGIS online, ESRI ArcGIS pro/ArcMap and programming languages such as Python and Arcade
- Ability to work alone and with others in a team environment with little supervision
- Ability to work on several tasks at the same time
- Ability to communicate tactfully with co-workers, other county employees and departments and with the public
- Ability to adapt to and troubleshoot GIS related problems

Interested individuals can find the County employment application on the Noble County Indiana website. Go to Employment information and an application can be downloaded there.

Applications along with resumes can be sent to the Noble County Commissioners: 109 N York St, Albion, Indiana or e-mailed to jackie.knafel@nobleco.gov. by Wednesday April 23, 2025 at 2:30 PM.