City of Dallas
Classification Specification

Title:	**Geographic Information Systems Analyst II**	**Class Code:**	**35546**
		Pay Grade:	**I**
Application:	**Career Series**	**Established:**	**10/01/94**
Supplemental/Code:	**Administrative/1**	**Revised:**	**01/01/09**
FLSA Status:	**Exempt**		

Position Purpose:

Provide experienced analysis, programming, and testing to support the City's Geographic Information System (GIS).

Essential Functions:

1. Designs, codes, tests, and debugs GIS specific software on NT or Unix-based workstation systems to develop and maintain software applications capable of addressing business needs.

2. Makes modifications or updates to existing GIS applications and software to improve system efficiency.

3. Responds to and resolves GIS programming problems experienced by users and systems analysts in the user departments.

4. Responds to GIS programming requests for application development and information from users and systems analysts in the user departments.

5. Analyzes GIS programs and use problems to determine corrective action necessary to resolve new design, programming, procedure change, and user training.

6. Trains other City employees in the use of GIS applications.

7. Coordinates with CIS to improve the quality, integrity, and security of the Geographic Information Systems database through resolution of technical problems involving hardware and/or software.

8. Drafts GIS documentation of hardware and software packages to enable others to understand the operation of the GIS system.

9. Drafts new system requirements documentation.

10. Provides customized reports by programming against the GIS database to provide information used in management decisions.

11. Regular, reliable and punctual attendance is an essential function of the job.

Knowledge, Skills, and Abilities Required to Perform Work:

Thorough knowledge of systems analysis techniques, 3GL and 4GL programming techniques and operating systems functions.

Knowledge of GIS applications software, (SUN, UNIX and ORACLE) SAS retrieval language, mainframe and microcomputer environments, and related technical skills.

Knowledge of one or more programming languages.

Knowledge of network configurations.

Proficiency in programming, analyzing, and manipulating computer-based geographic information systems.

Ability to analyze and develop logical solutions to information system problems.

Ability to communicate technical information orally and in writing.

Ability to use all Third Generation Languages (3GL), Fourth Generation Languages (4GL), relational database systems (RDBMS) and tools used with in the development of the GIS and familiarity with all existing Information Systems mainframe GIS tools and systems.

Ability to develop abstract systems and applications designs and translate them to user friendly efficient

Ability to evaluate technical difficulties with NT or UNIX work station based databases.

Ability to establish and maintain an effective working relationship with all levels of management, city officials, vendors, other government agencies, other employees and the general public.

Working Conditions and Hazards:

Works in an office.

Exposed to viewing computer monitor and use of computer keyboard.

The above statements are intended to describe the general nature and level of work performed by personnel assigned to this classification and are not necessarily and exhaustive list of all responsibilities, duties and skills required.

Performs position duties in office environment.

The above statements are intended to describe the general nature and level of work performed by personnel assigned to this classification and is not necessarily and exhaustive list of all responsibilities, duties and skills required.