



# EMPLOYMENT OPPORTUNITY

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## Geographic Information Systems and Science (GIS) Technician (Full-Time, Permanent)

Lamont County is located less than 45 minutes east of Edmonton and is part of Alberta's Industrial Heartland. With a population of approx. 4,000 and a service area of over 9,500 residents, we contribute to over 40 major industrial companies and investments of over \$45B. The county is adjacent to Strathcona County and the City of Fort Saskatchewan, as well as many important municipalities in the region. Lamont County is a great place to work!

We are the *Cradle of Ukrainian Settlement in Canada*, including the honour of having the first Ukrainian settlers in Canada, and over 40 historical churches—the county is designated the Church Capital of North America.

We offer exciting and challenging job opportunities focused on delivering and supporting high-quality programs and services to our residents.

**Lamont County is seeking experienced and highly motivated individuals to join our team.**

We are looking for a **GIS Technician** as part of Corporate Services.

The GIS Technician utilizes Geographic Information Systems and Science to support residents, visitors, contractors and staff in various daily activities. These activities include Tax Roll, land parcel and imagery updates to the internal database server system, online GIS Applications, field data collection, and vehicle asset tracking and reporting systems. This position works closely with all Lamont County departments and personnel, and specifically with Planning/Development and Public Works.

### **JOB DUTIES AND RESPONSIBILITIES:**

- Responsible for updating the existing GIS information within Lamont County. This includes updating the County's mapping, assisting with subdivision sketches, incorporating spraying and clearing activities, and updating the rural address database.
- Responds to customer requests for assignment of municipal addresses, providing the physical municipal address signage, conveying the correct address to a given property (which may include sketch maps or aerial photos).
- Maintains existing GIS web-based services, applications and dashboards used by staff in daily operations.
- Creates, deploys, and supports field data collection applications used by various departments.
- Develops and deploys web-based portals enabling Public Works to monitor the progress of snow clearing, snow flags, gravel road maintenance operations, road asset inspections, culvert inspections, County road sign locations, and maintenance status.
- Identifies property locations within Lamont County borders and all County mapping requirements (whether in printed or digital format).
- Supports various daily departmental mapping requests as required, including but not limited to:
  - Mapping of planned snow clearing routes and proposed gravelling locations for the current year, and mapping of other County infrastructure;
  - Land management mapping, including ongoing land parcel ownership updates and improvement to data services;
  - New subdivision sketch mapping;
  - Mapping to support Agricultural Services spray application program; and
  - Prepares and provides Lamont County, individual property maps and aerial photos as required.

## **SKILLS AND ABILITIES:**

- Considerable experience with computer software, including use of scanners, data entry, relational databases, and related programs.
- Significant knowledge and understanding of geographic terms, concepts and municipal maps.
- Exceptional communication skills (both written and verbal) that allows for clear communication of complex matters.
- Proactive and well-organized, with the ability to work collaboratively, prioritize and meet deadlines, and resolve issues.
- Attention to detail, solid problem-solving and advanced analytical skills.

## **QUALIFICATIONS AND REQUIREMENTS:**

- Post-secondary education in a related field (Diploma/Degree in Applied Technology Geographic Information Systems). An equivalent combination of education and experience may be considered.
- Must have 2-3 years' experience working with GIS software applications such as ArcGis and Python.
- Possesses and maintains a valid Alberta Operator's License, with the ability to provide a clean Driver's Abstract upon request.
- Experience in a rural municipality setting is preferred.

## **CONDITIONS OF EMPLOYMENT:**

Lamont County is committed to protecting the health and safety of its employees, all personnel are governed by the County's Health & Safety Program. This position has the following pre-screening requirements:

- A satisfactory Criminal Record Check.

This position is based on a 35-hour work week, Monday through Friday, 8:30 a.m. to 4:00 p.m.

## **What we offer?**

- We are a growing municipality that is focused on energy, agriculture, and tourism.
- Staff engagement and satisfaction are crucial to our success. Our leadership team values your voice and input and welcomes feedback.
- We support local charities and the Lamont County foodbank.
- We are connected to each other and access to other employees is easy for advice, support or answers (both in person and virtually).
- Parking is free at our administration and public works/agriculture services buildings, located within the town of Lamont.
- We offer a defined benefit pension plan, a comprehensive health and dental benefits plan, education and membership opportunities, three weeks vacation to start (inclusive of statutory holidays).

Lamont County: *Make it Safe! Make it Personal! Make it Home!*

This competition will remain open until a suitable candidate is found. Internal and external candidates will be considered.

*Lamont County is committed to providing a safe and healthy workplace and to promoting the health and well-being of its employees. We are a smoke-free environment; smoking & vaping is permitted in designated outdoor areas only.*

**Please forward your application in one of the following ways (as one PDF or Word document only):**

Email: [hr@lamontcounty.ca](mailto:hr@lamontcounty.ca) | Website: [www.lamontcounty.ca](http://www.lamontcounty.ca).

*Lamont County thanks all applicants for their interest. Please Note: only those individuals who have been selected for an interview will be contacted. Please indicate in your application which position you are applying for and submit a separate application for different positions. All resumes are retained on file for a period of six months.*