

Staff Report

Subject: Approval and publication of a job description for a GIS Analyst.

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Department: Human Resources and Risk Management

Meeting Date: November 5, 2024

Item Description: Approval and publication of a GIS Analyst's new job description.

Summary Recommendation:

Staff requests authorization to approve and publish a new job description for a GIS Analyst.

Executive Summary/Background

GIS Analyst: The purpose of this classification is to create, maintain, manipulate, and plot spatial data and associated databases using various software and hardware products according to the needs of County agencies and municipalities, as well as the general public.

This would be a promotion for our current GIS Technician, Mr. Danny Frazier. He has been with the County's Development Services/GIS Team since November 5, 2020.

Alternatives for Commission to Consider

1. Approve the job description and authorize publication and distribution.
2. Disapprove the job description and guide staff.

Recommended Alternative: Staff recommend Alternative 1.

Other Alternatives: None.

Department Review: County Manager, Development Services/GIS, and Human Resources.

Funding Source: Funding through the current budget.

Attachment: GIS Analyst Job Description