



**NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT  
JOB OPPORTUNITY ANNOUNCEMENT  
Affirmative Action/Equal Opportunity Employer/Drug-Free Workplace**

**JOA #:** 22-11      **Position #:** 243001      **Posting Date:** 03/14/2022      **Application Deadline:** Until filled  
**Position Title:** OPS GIS Analyst      **Starting Salary:** \$13.00 hour  
**Job Location:** Headquarters - Midway, FL *Located 10 miles west of Tallahassee on Hwy. 90*

**Minimum Qualifications:**

Bachelor's degree in Geography, Computer Science, Planning, Geology, or Environmental Science with experience in ESRI ArcGIS 10.x desktop, ARCGIS Pro or Server, or a Currently enrolled University/College Student in a GIS related field of study with focus study and one year as described above.

**Special Abilities:**

Ability to build effective relationships in a team-oriented environment. Must be able to prioritize multiple tasks and work simultaneously. Must be able to learn new software systems as the work process evolves. Technical knowledge in GIS principles, spatial analysis. Knowledge of relational database systems, storage and retrieval of data from these systems. Proficiency in ArcGIS 10.x desktop or ARCGIS Pro. Proficiency using Microsoft Office suite and programs. Customer service focus with excellent written and verbal communication skills required.

**Description of Position:**

Assist in the development and integration of GIS technologies. Creation, analysis and management of datasets and databases, assist with the integration of web mapping applications and preparation of maps, graphics and reports to satisfy customer's needs.

Assist GIS Staff in the Creation, Updating and Query spatial datasets from relational databases to perform analysis. Perform advanced GIS data analysis and data conversions- Ability to acquire, process and integrate data relevant to the districts needs while assuring accuracy and metadata standards. Proficiency in generating and publishing maps. Ability to develop and maintain project documentation standards. Provide GIS technical support to agencies end users. Ability to multitask and manage project work. Ability to work independently. Perform other duties as required.

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**How to apply:** Submit a Northwest Florida Water Management District Application and resume to: [human.resources@nfwwater.com](mailto:human.resources@nfwwater.com) ; or fax to 850.539.2777; or mail to 81 Water Management Drive, Havana, FL 32333

**NOTICE TO APPLICANT:** We hire only U.S. citizens and lawfully authorized alien workers. If you need an accommodation in order to participate in the application/selection process, please notify the Office of Human Resources at (850) 539-5999 in advance.

A separate application must be submitted for each Job Opportunity Announcement indicating the position number and title for which you are applying. Applications must be received in the Office of Human Resources by 5:00 p.m. of the deadline date in order to be eligible for consideration. Preference will be given to certain veterans and others related in accordance with Chapter 295, Florida Statutes, Veterans Preference Law. Applicant must provide the required proof of preference at the time of submitting an application for a vacant position. Males between the ages of 18 and 26 are required to provide proof of Selective Service Registration prior to employment or promotion.