EMPLOYMENT OPPORTUNITY
CITY OF SARATOGA SPRINGS
GPS TECHNICIAN
FULL TIME

The City of Saratoga Springs currently has an opening for a GPS Technician; this is a full-time position with the Saratoga Springs Engineering Department of approximately 40 hours per week. This is position under the supervision of the GIS Administrator.

Global Positioning Systems (GPS), Geographic Information Systems (GIS) and digital imaging technologies will be utilized to collect data which includes but is not limited to, as-built information and all existing public infrastructure.

ESSENTIAL JOB FUNCTIONS:
• Collect GPS data of existing and new infrastructure, including attributes (e.g. diameter of pipe, type of pipe, type of valve, size of valve, and joint type, etc.) and photos where applicable; infrastructure types include culinary & secondary water, sanitary sewer, storm drain, parks, and street lighting
• Coordinate with City Departments and development contractors to ensure data collection is completed for each project
• Utilize GPS data for City projects which may include, but not limited to, emergency repairs, elevations, locations of damage, topographic work, and measurement for movement of infrastructure, emergency management information, and future projects
• Load data previously collected with the GPS unit and take to the field for relocation
• Integrate field data collected with the GPS unit, into the City’s GIS databases using ESRI ArcGIS desktop software.
• Assist Engineering department in setting up and overseeing traffic studies throughout the City
• Assist other departments as needed

JOB QUALIFICATIONS & COMPETENCIES:
Education & Experience:
• An associate’s degree in pre-engineering, geography, surveying or equivalent
• Two years of experience in a GIS, surveying, construction management, or utility infrastructure
• Or an equivalent combination of education and experience

Certifications Required:
• A Valid Utah Driver License

Knowledge, Skills & Abilities:
• Knowledge of handheld GPS equipment
• Knowledge of construction plans and utility infrastructure
• Knowledge of traffic safety protocol
• Knowledge of ESRI ArcGIS software suite, basic computer operations and applications
• Ability to work in varying terrain, vegetation, and weather
• Ability to communicate in a concise and effective manner
• Ability to establish and maintain effective working relationships with developers, contractors, citizens, co-workers, and supervisors
• Ability to exercise sound and good judgment at all times, but especially in emergency situations
• Ability to deal with the public in a pleasant, courteous, and calm manner
• Ability to collect data as soon as possible as to not delay any services being provided to residents, delays in traffic, or to minimize hazards to the public by having open ground
• Ability to exercise safety procedure including but not limited to wear a high visible safety vest, wear a hardhat in construction areas, use traffic cones while performing work near or on the road, and use overhead lights and flashers for high visibility on or near a roadway
• Must be detail oriented and organized
• Must be quality focused and have the ability to work with minimum supervision

WORKING CONDITIONS:
The physical demands and work environment described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

• Work involves walking, talking, hearing, using hands to handle, feel or operate objects, tools, or controls, and reaching with hands and arms. Vision abilities required by this job include close vision and the ability to adjust focus
• The employee may be required to push, pull, lift, and/or carry up to 100 pounds
• The noise level in the work environment is usually moderately quiet while in the office and moderately loud when in the field
• Work may periodically require the employee to climb, balance, bend, stoop, kneel, crouch, and/or crawl
• The employee may be required to work in outside weather conditions, in wet and/or humid conditions, in high, precarious places, near moving mechanical parts, near fumes, airborne particles, and/or toxic or caustic chemicals, or near risk of electrical shock and/or vibration

SALARY RANGE:
• Hiring Range between $19.36/hr. and $23.71/hr., hiring will normally occur at the minimum of the range
• Full Salary Range
  b. Midpoint - $23.71/hr.
  c. Maximum - $28.07/hr.

BENEFITS:
The City offers a competitive benefits package including health, dental, life and long term disability insurance. The City participates in the Utah Public Retirement System (pension). In addition, the City does not participate in Social Security so no Social Security taxes are deducted from your paycheck. In lieu of the City’s Social Security contributions, the City contributes 6.2% of salary into a 401(k) retirement plan. Other benefits include 120 hours of paid time off (PTO) accrued annually, 40 hours of short-term medical accrued annually, 10 holidays annually, and a flexible work week.

APPLICATION PROCESS:
The City application form and Resume in person or by mail to the City of Saratoga Springs, Human Resources, 1307 North Commerce Drive, Suite 200, Saratoga Springs, Utah, 84045, or by email to hneibaur@saratogaspringscity.com, or by fax to (801) 766-9794. Applications forms may be obtained on-line at www.saratogaspringscity.com.

CLOSING DATE:
Open until filled. A first review of applications will be done on or after August 9, 2016 at 5:00pm; anything received after this date is not guaranteed a review or interviews. Send questions to Holly Neibaur at hneibaur@saratogaspringscity.com.

SUSPENSION OF PROCESS, ETC.:
The City reserves the right to reject any and all applicants, to waive any requirement set forth in this announcement, and to hire anyone as the City Manager or designee deems to be in the City’s best interest, all subject to legal requirements. Any application in response to this Announcement is at the applicant’s sole risk and expense. Although the City anticipates hiring one of the applicants responding to this announcement, there is no guaranty that any responding applicant will be hired.

Saratoga Springs is an Equal Opportunity Employer.

NOTES:
- The City will provide reasonable accommodations as needed
- Pre-employment drug testing, proof of employment eligibility, and background check required