

**City of New York
DEPARTMENT OF ENVIRONMENTAL PROTECTION
Upstate Job Vacancy Notice**

Civil Service Title: Computer Associate (Software)	Level: 01
Title Code No: 13631	Annual Salary: \$56,151 / \$64,574 - \$77,844
Office Title: Computer Associate (Software)	Work Location: 71 Smith Avenue, Kingston, NY
Division/Work Unit: Water Supply/Watershed Protection Programs	Number of Positions: 1
Hours/Shift: 35 Hours per Week/Day	Agency Tracking #: N/A

Job Description

Working in the Watershed Lands & Community Planning (WLCP) Division, Geographic Information Systems (GIS) Group, within the Bureau of Water supply, the selected candidate under direct supervision of the GIS Section Chief, with moderate latitude for independent action or the exercise of independent initiative and judgment will perform the following tasks: conduct GIS analyses and develop map projects and data analyses to support WLCP sections; coordinate the Land Acquisition Tracking System (LATS) and Watershed Lands Information System (WaLIS) reporting and workflow to support WLCP programs using Crystal Reports or other similar database reporting software packages including all aspects of design, creation, deployment and maintenance of management reports to deliver information from the LATS, Tax Information System (Taxis) and WaLIS databases to users; implement Land Acquisition Program (LAP) solicitation plans by developing, implementing, and maintaining procedures to facilitate the identification, solicitation and tracking of lands for watershed protection; manage data quality and accuracy in WaLIS by developing and implementing Quality Assurance/Quality Control (QA/QC) procedures related to the WaLIS, Taxis and Soft Cost programs; assist in data acquisition projects; assist the WLCP GIS Sections Global Positioning Systems (GPS) Coordinator; standardize and update all BWS GIS metadata in a format agreeable to Section Chief; and train users in use of divisional application and related hardware and software both in Kingston, off-site and in the field.

Qualification Requirements

A baccalaureate degree from an accredited college including or supplemented by 24 semester credits in computer science or a related computer field and one year of satisfactory full-time computer software experience in computer systems development and analysis, applications programming, database administration, systems programming or data communications; or

A four-year high school diploma or its educational equivalent and five years of satisfactory full-time computer software experience as described in paragraph "1" above; or

Education and/or experience equivalent to paragraphs "1" or "2" above. College education may be substituted for up to two years of the required experience in paragraph "2" above on the basis that 60 semester credits from an accredited college is equated to one year of experience. In addition, 24 semester credits from an accredited college or graduate school in computer science or a related field, or a certificate of at least 625 hours in computer programming from an accredited technical school (post high school), may be substituted for one year of experience. However, all candidates must have at least a four-year high school diploma or its educational equivalent and at least one year of satisfactory full-time experience as described in paragraph "1" above.

Essential Skills

Background in Geography, Environmental Science, Computer Science, Geology, Natural Resources Management or related field is preferred; three (3) or more years professional experience in GIS data development, GIS project management; superior computer and analytical skills; experience working with relational databases; ability to write Standard Query Language (SQL) queries; knowledge of one or more programming languages; thorough understanding of Environmental Systems Research Institute (ESRI) GIS products; good communication skills are essential as this position requires extensive interaction with non-technical staff.

To Apply:

Please submit 2 copies of your resume placing the JVN# on the upper right corner of your resume.

The JVN# is located at the lower right corner of this page.

NYC Department of Environmental Protection

Recruitment Office: 59-17 Junction Boulevard -18th Floor - Flushing - NY 11373-5108

OR

Via E-mail, please submit your resume in Adobe PDF or Microsoft Word
placing the JVN# on the upper right corner of your resume as well as in the subject line to:

Recruit@dep.nyc.gov

For more information about DEP, visit us at: www.nyc.gov/dep

Appointments are subject to OMB approval.

Post Date: 5/7/2012

Post Until: 5/21/2012

JVN: 826-12-100785-WS