ORGANIZATIONAL CONTEXT

Job Title	GIS Technician
Job Code	Programmer
Grade	6
Affairs	Assets Affairs
Department	Roads O&M
Section	Network Needs
Team	Highways GIS team
Date last updated	25 March 2014

JOB CONTENT

Role Objective

Work with related software and programs to create and maintain data and/or maps that can be combined with geographically referenced data

Job Roles & Responsibilities

1. Assisting the Engineering Team with the production of technically sound design solutions, including all associated reporting and administration
2. To assist Engineers by supplying mapping and spatial data information in relation with inspection work, feasibility studies, report preparation, Quality Assurance responsibilities
3. Gather, analyse, and integrate spatial data from staff and determine how best the information can be displayed using GIS
4. Dealing with Map Production as requested by the Engineers and PM's
5. Maintaining high technical standards, consistent with the project brief under direction from the Engineer
6. Assisting the Network Team with site mapping duties when required
7. Assisting with compliance to the relevant health, safety and environmental legislation, particularly the Construction Design Manual (CDM) Regulations
8. Day to Day Responsibilities including Quality Assurance of Doha Survey, Technical Surveys and Handover As Built Schemes.
9. To digitise and capture the Primary, Secondary and Tertiary Roads Network links onto the corporate GIS consistent with the Network Referencing System
10. Production of Assets Data Maps as requested from the Highways Team

BEHAVIORAL SKILLS, KNOWLEDGE AND EXPERIENCE
(Knowledge and experience needed for the satisfactory performance of the job)

Educational & Experience:

Qualifications

Essential
- Degree level

Desirable
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Technical Knowledge
- Experienced ESRI (software manufacturer) ArcGIS user
- Knowledge of Health and Safety best practice and CDM Regulations
- Geography/Cartography background and knowledge of coordinate systems, longitude, latitude, elevation, topography and map scales

- Computer literate and good working knowledge of MS Office and relevant engineering software packages
- Report writing skills
- International Driving license and ability to obtain a valid Qatari Driving License

The Individual
- Good communication skills
- Fluent in English
- Ability to gather and analyse information