



Andhra Pradesh Urban Infrastructure Asset Management Limited

4th Floor, NTR Administrative Block, Pandit Nehru Bus Station, Vijayawada-520013 Website:

www.apurban.com

MANPOWER REQUIREMENT NOTIFICATION (MRN) FORM

Sl	Particulars	Description
1	Position	GIS Expert
2	No. of Position	01 (One)
3	Proposed Grade	Manager / Sr Manager
4	Mode (Full Time/ Part Time)	Full Time
5	Academic / Professional Qualifications	<p>B.Arch/B. Planning/M. Planning/ B. Tech Environmental Engineering, Computer Science, Geography, Surveying / M. Tech Environmental Engineering/ M. Sc or PG Diploma in Remote Sensing & Geoinformatics.</p> <p>Preferred/Desirable Qualifications.</p> <p>Experience in using Postgre SQL, Microsoft Excel, MSSQL is highly desirable. Experience in ArcGIS pro, ArcGIS Desktop, Visual Studio Code, C#(optional), MapObjects, ArcFM, ArcSDE, Model Builder, Spatial Analyst, Network Analyst, 3D Analyst, ArcGIS App Studio, ArcGIS Note book, Jupyter Notebook, Javascript, Python, Computerized Maintenance Management System (CMMS), or Data Interoperability is desirable. Knowledge of Enterprise GIS & Geo event Server, with networking and server maintenance, applying server patches, applying SSL certificates to servers, maintaining online published services, etc.</p>
6	Post qualification Experience	8-10 Years
7	Scope of Work	<p>Responsibilities:</p> <p>A GIS (Geographic Information System) Specialist creates, develops, and maintains GIS databases, shape/coverage/layer data, and linkages to various databases. A GIS Specialist may be assigned to a department or unit, and coordinates GIS data or information that may have specific department/unit or Citywide implications. Duties include preparing GIS apps for capturing field information, training field people on deployment of GIS, creating workflows automating tasks, providing GIS support to an assigned area, creating reports, and producing maps. The GIS Specialist performs programming and analytical project responsibilities which include: planning, developing, analyzing, and performing quality control functions to geographic related systems in support of the City's GIS; and may provide guidance and instruction to other City employees on GIS applications and practices. By assignment, this specialist may supervise or mentor GIS Technical staff/subordinates. A GIS Specialist performs related duties as required.</p>

<p>8 Skill requirement</p> <p>a) Major</p> <p>b) Minor</p>	<p>ESSENTIAL FUNCTIONS</p> <p>One position may not include all of the essential functions, knowledge and abilities listed, nor do the listed examples include all the knowledge and abilities which may be found in positions of this classification.</p> <p>Communication:</p> <p>Communicates with the general public, management, and other City employees. Provides recommendations and specifications through formal presentations of findings in order to communicate to management and GIS technical staff. Prepares written reports with clearly organized thoughts, and using proper sentence structure, punctuation, and grammar, in order to document work completed, procedures, issues related to GIS data, and status reports. Graphically communicates through maps and other visual presentation formats. Presents facts clearly and accurately. Performs problem resolution, documentation, and testing related to enterprise GIS and available supported systems, and Customer Information Systems (CIS).</p> <p>Manual/Physical:</p> <p>Operates by making necessary field inspections, measurements, and field checks. Distinguishes colors to input land and utility GIS data (by assignment).</p> <p>Activities:</p> <p>Oversees the process to convert paper and/or digital data into the City's GIS format. Performs quality assurance on converted GIS data to ensure conformance with City standards. Performs math calculations for GIS data analysis and map development. Develops new GIS applications. Seeks job related knowledge through own initiative, by attending training courses, conferences, etc. Plans work and thinks conceptually, observes and evaluates trends, analyzes data, draws logical conclusions, and makes sound decisions and recommendations. Develops short- and long-term plans/goals regarding geographic mapping-related information. Comprehends and makes inferences from written material such as journals, trade papers, and specification sheets to evaluate new data and information systems. Makes recommendations to improve GIS functionality.</p> <p>Knowledge and Abilities:</p> <p>Knowledge of: ESRI GIS software, such as ArcGIS Desktop and extensions, Geoprocessing Tools, and GIS data management, etc.; digitizing and data manipulation procedures for GIS; geodatabase design; computer system designs; project management tools; network concepts; and testing procedures, backup and recovery procedures, and security. Ability to: become familiar with industry-specific terminology and symbology such as Town & Country Planning Department, Water/Wastewater, or Planning and Zoning; learn existing GIS systems and business functions for an assigned area; study procedures and operational methods, and make recommendations for improving efficiency and accuracy; analyze complex problems, determine resolutions, and recommend action; acquire knowledge and keep abreast of new technology trends through seminars, trade journals, and professional organizations; recommend appropriate training and provide training to team members; develop and test computer applications, using the City's preferred development tools for the recruited position;</p>
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		<p>plan how to accomplish assigned tasks; work with a team or individually to identify and prioritize tasks needed to accomplish a project; develop contingency plans for multiple tasks and projects; establish and maintain effective working relationships with all City departments/units; act as project leader on small projects, develop and use project management skills and tools; contribute ideas; maintain and update GIS data and related databases using GIS and other software; complete mapping tasks in a timely manner and prioritize mapping requests; apply quality control/quality assurance standards and practices to GIS data; complete spatial analysis and database queries; demonstrate continuous effort to improve operations, decrease turnaround times, streamline work processes, work cooperatively and jointly to provide seamless customer services; and assist with Web development projects, which may include working on project teams with other City personnel.</p> <p>The duties listed above are intended only as general illustrations of the various types of work that may be performed. Specific statements of duties not included do not exclude them from the position if the work is similar, related, or a logical assignment to the position. Job descriptions are subject to change by the city as the needs of the city and requirements of the job change.</p>
9	Gender specific, if any	Neutral
10	Location	Visakhapatnam

Note:

Apply for the above said position through Standard CV Format (to download [Click here](#)) along with detailed CV and send at : jobs@apurban.in (properly mention position name in subject line)