

PERSON SPECIFICATION

Post Title:	GIS Analyst/Programmer	
Directorate/Division:	Corporate Services, Information and Business Systems	
Scale:	SC4-SC6	Trainee GIS Analyst/Programmer
	SO1-SO2/*	GIS Analyst/Programmer
		*progression beyond bar subject to vacancy and assessment of ability to undertake duties of a higher level
	P01	Senior GIS Analyst/Programmer

All the requirements apply to the GIS Analyst/Programmer post, with the exception where stated apply to the Trainee GIS Analyst/Programmer and Senior GIS Analyst/Programmer positions.

All the requirements that apply to the Trainee GIS Analyst/Programmer also apply to the GIS Analyst Programmer post, and all requirements for the Trainee GIS Analyst/Programmer and the GIS Analyst Programmer post also apply to the Senior GIS Analyst/Programmer.

The degree to which the level and breadth of each skill is required will depend on the grade.

QUALIFICATIONS/TRAINING:

It is **essential** that the postholder has:

- Degree Level or equivalent in Computer Programming or related subjects
- Further evidence of professional training in Information Technology, Internet programming techniques, Systems analysis or Database analysis

Additional Requirement for the Senior GIS Analyst Programmer

- Project management/control

It is **desirable** that the postholder has:

- Formal training in the use and development of GIS applications.
- Database design and production, and application of spatial databases.
- Time management

Additional Requirements for the Senior GIS Analyst Programmer

- PRINCE 2 (Foundation)
- ITIL (Foundation)

EXPERIENCE/KNOWLEDGE:

It is **essential** that the postholder has:

- Experience of HTML and general website design, including knowledge of all relevant standards.
- Experience in JavaScript and knowledge of Microsoft .net tools
- Experience of systems analysis, project planning and project management
- Design, programming and implementation experience of major web based applications.

Requirement for the Trainee GIS Analyst Programmer

- Experience which demonstrates an understanding of / aptitude for the design and development of computerised systems.

Additional Requirement for the Senior GIS Analyst Programmer

- Proven Project Management Ability

It is **desirable** that the postholder has:

- Experience of developing GIS applications.
- Experience using spatial databases and knowledge of spatial data formats.
- Experience of using GIS desktop applications.

- Experience of communicating with a wide range of staff
- Experience of allocating tasks to other people
- Experience of other browser based programming languages

SKILLS AND ABILITIES:

It is **essential** that the postholder has:

- Excellent communication skills
- PC desktop skills
- Project management
- An ability to deal with staff sympathetically, fairly and firmly
- An ability to deal with users in a polite and professional manner
- Good organisational skills
- A grasp of web interfaces
- Ability to deal with the pressures of differing staff needs and workload balancing
- Ability to apply work flow skills to a pressured situation

Requirements for the Trainee GIS Analyst Programmer

- The ability to demonstrate an aptitude for problem solving.
- An ability to communicate effectively with other team members.
- An ability to deal with users in a polite and professional manner.

Additional Requirement for the Senior GIS Analyst Programmer

- Ability to plan and manage workloads.
- Ability to supervise staff, to provide support and development.

It is **desirable** that the postholder has:

Skills in working:

- Spreadsheets
- Databases
- Word processing software
- Software evaluation

ADDITIONAL FACTORS:

It is **essential** that the post holder has:

- Ability to work with due regard to appropriate Project / Development standards.