# Geographic Information Systems (GIS) Analyst
## Austin Community College

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| **Job Title** | Geographic Information Systems (GIS) Analyst |
| **Department** | Staff |
| **Institution** | Austin Community College |
| | Austin, Texas |
| **Date Posted** | Jul. 10, 2025 |
| **Application Deadline** | Open until filled |
| **Position Start Date** | Available immediately |
| **Job Categories** | Professional Staff |
| **Academic Field(s)** | Social Sciences - Geography |
| **Apply Online Here** | https://apptrkr.com/6371849 |
| **Apply By Email** | |

**Job Description**



**Geographic Information Systems (GIS) Analyst**

**Austin Community College**

**Job Posting Closing Times:** Job postings are removed from advertising at **12:00 A.M.** on the closing date e.g., at midnight on the day before the closing date.

Austin Community College employees are required to maintain a domicile in the State of Texas while working for the college and throughout the duration of employment. -AR 4.0300.01

If you are a current Austin Community College employee, please click this link to apply through your Workday account

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Austin Community College is a public two-year institution that serves a multicultural population of approximately 41,000 credit students each Fall and Spring semester. We embrace our identity as a community college, as reflected in our mission statement. We promote student success and community development by providing affordable access, through traditional and distance learning modes, to higher education and workforce training, including appropriate applied baccalaureate degrees, in our service area.

As a community college committed to our mission, we seek to recruit and retain a workforce that:

- Values intellectual curiosity and innovative teaching
- Is attracted by the college's mission to promote equitable access to educational opportunities
- Cares about student success and collaborates on strategies to facilitate success for populations including; first generation college students, low-income students, and students from underserved communities.
- Focused on student academic achievement and postgraduate outcomes
- Welcomes difference and models respectful interaction with others
- Engages with the community both within and outside of ACC

**Job Posting Title:**
Geographic Information Systems (GIS) Analyst

**Job Description Summary:**
The Geographic Information System (GIS) Coordinator provides GIS support and manages the development, implementation, and maintenance of ACC's GIS. The position is responsible for planning, system design, implementation, operation, maintenance, and related functions.

**Job Description:**

<u>Description of Duties and Tasks</u>

- Responsible for activities associated with implementing, operating, and enhancing ACC GIS functions.
- Provides technical oversight of ACC GIS interns.
- Creates online and printed maps using ArcGIS software.

- Enters spatial data using established workflows and procedures using coordinate geometry and other methods.
- Participates in the collection and processing of field data using GPS, drones, and remote sensors.
- Reviews GIS data for accuracy.
- Generates and manages data from various sources with supplementary elements and metadata.
- Executes complex geospatial analysis and geoprocessing.
- Maintains and advances knowledge of GIS functionality, standards, and procedures.
- Manages the development of data collection, input, and modeling specifications for GIS data.
- Performs advanced GIS dataset design and analysis.
- Performs GIS system administrative functions.
- Related work as required.

## Knowledge

- Knowledge and experience designing, executing, and supporting complex GIS functions using ESRI desktop and online systems.
- Knowledge and use of CAD software preferred.

## Skills

- Maintaining an established work schedule.
- Effectively using interpersonal and communications skills including tact and diplomacy.
- Effectively using organizational and planning skills with attention to detail and follow-through.
- Maintaining confidentiality of work-related information and materials.
- Establishing and maintaining effective working relationships.
- Ability to work independently within departmental policies and guidelines.
- Respecting a unique and diverse multicultural environment.

## Technology Skills

- Demonstrated expertise with ESRI GIS software.
- Demonstrated proficiency with standard office software.

## Required Work Experience

- Two years of related work experience.

## Required Education

- Associate degree.

Two years of related work experience may substitute for this education requirement. Applicants who substitute work experience to meet the education requirement must use additional related work experience to meet the years of "Required Work Experience" for this position.

## Preferred Education

- Associate degree in GIS, Geography, or Information System Management.

## Physical Requirements

- Work is performed in a standard office environment.
- Subject to standing, walking, sitting, bending, reaching, kneeling, pushing, and pulling.
- Occasional outdoor fieldwork may be required.
- Lifting of objects up to 20 pounds.

## Safety

- Work must be performed following safety rules.
- Report unsafe working conditions and behavior.
- Take reasonable and prudent actions to prevent others from engaging in unsafe practices.

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**Salary Range**
$51,822 - $64,777

**Number of Openings:**
1

**Job Posting Close Date:**
July 23, 2025

**Clery Act**

As required by the US Department of Education, employees are required to report violations under Title IX and, under the Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act (Clery Act), select individuals are required to report crimes. If this position is identified as a Campus Security Authority (Clery Act), you will be notified, trained, and provided resources for reporting.

**Disclaimer**

The above description is an overview of the job. It is not intended to be an all-inclusive list of duties and responsibilities of the job, nor is it an all-inclusive list of the skills and abilities required to do the job. Duties and responsibilities may change with business needs. ACC reserves the right to add, change, amend, or delete portions of this job description at any time, with or without notice. Employees may be required to perform other duties as requested, directed, or assigned. In addition, reasonable accommodations may be made by ACC at its discretion to enable individuals with disabilities to perform essential functions of the job.

**To apply, please visit: https://austincc.wd1.myworkdayjobs.com/en-US/External/job/Highland-Campus/Geographic-Information-Systems--GIS--Analyst_R-7646**

**Contact Information**

Please reference Academickeys in your cover letter when applying for or inquiring about this job announcement.

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**Contact**

Staff

Austin Community College

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