

**GIS Computer Support Specialist 1 (Supervisor of Elections)
Pinellas County, FL**

Location: 13001 Starkey Road, Largo, FL 33773

The 2020 redistricting cycle is upon us and the GIS Computer Support Specialist position will play an important role in this process that takes place every 10 years. If you have a background in using GIS software as well as hands-on computer hardware and software experience and an interest in maintaining the trusted reputation of the Pinellas County Supervisor of Elections office, this may be the ideal opportunity for you.

The individual in this role will provide first point of contact computer support for internal and external customers. This is analytical, technical, and administrative work supporting a department's office automation applications and procedures. Duties may include data analysis, report generation, and problem solving. Independent analysis and work decisions are made on technical matters. Independent coordination and judgment are required in dealing with internal and external customers. This position supports specific or all departmental automation activities such as GIS functions and database coordination as related to departmental projects and requirements.

Position Specific Qualifications

Experience – professional technical experience using GIS software and performing computer technician and desktop support functions.

- 4 years of experience as described above.
- An Associate's degree in information science, information technology (IT), business administration or related field and 2 years of experience as described above.
- A Bachelor's degree as described above, and some experience as described above.

Additional Requirements

- Possession and maintenance of a valid Florida Driver's License.
- Assignment to work a variety of work schedules during election cycles and in special, emergency, and/or disaster situations.

Highly Desirable

- Bachelor's Degree in Computer Science or related field
- Experience with GIS (Geographic Information Systems) like MapInfo or ESRI
- Certifications such as A+, Network +, MTA, MCSA, ACA

Illustrative Tasks

- Support external customers with tasks such as Website Assistance, Report Generation, and Address resolution
- Support internal customers with tasks such as GIS mapping, Database Support, and Password Assistance.
- Additional duties may be assigned and not included in the above listing.

Knowledge, Skills and Abilities

- Knowledge of Windows 10, Microsoft Office 365, MapInfo, ESRI, VoterFocus
- Knowledge of Windows Server 2016, SQL Server 2016

Salary: \$42,325.92 - \$45,000.00

Apply by: October 11, 2019

To apply visit :

<https://chu.tbe.taleo.net/chu04/ats/careers/v2/viewRequisition?org=PCG&cws=47&rid=3108>

EOE/AA/ADA/DFW/VP

Certain servicemembers and veterans, and the spouses and family members of the servicemembers and veterans, receive preference and priority in employment by the state and are encouraged to apply for the positions being filled.