



Job Posting

Career Opportunity: GIS Technician

Department: Environment and Remedial Works
Salary Grade 4: (Min.\$45,886.00 - \$61,258.00)

Location: Mistissini
Status: Contract – (One Year)

Core Functions

The GIS Technician is responsible for updating spatial data, producing maps, providing training, and technical support to the department staff, Cree communities and other Cree entities.

Functional Responsibilities

- Research, acquire, compile, and update GIS data from various sources.
- Participate in data collection through mapping interviews
- Digitize and process data collection materials
- Design or prepare graphic representation of GIS data, using maps, graphs, or tabular formats for effective presentation of information.
- Maintain GIS web services (layers, maps, apps).
- Provide training and technical support to staff and the Cree communities.

Administrative Responsibilities

- Maintain equipment (plotter, scanner).
- Install and authorize GIS products for Cree Nation Government staff, Cree first nations and other Cree entities.
- Respond to GIS requests in collaboration with Coordinator of GIS and the Director of Environment and Remedial Works.

Other Responsibilities

- Maintain up-to-date knowledge and skills in area(s) of responsibility.
- Perform other duties as required.

Education

- College Diploma in Geomatics or a related field.

Experience

- One to three years of relevant work experience.
- Experience with ESRI ArcGIS products

Language

- Fluency in English.
- Fluency in verbal Cree is an asset.
- Fluency in French is an asset.



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Knowledge and Abilities

- Good knowledge of GIS software (ArcGIS, QGIS).
- Customer-focused and service-oriented.
- Proven ability to communicate effectively.
- Proven ability to be discreet and maintain confidentiality.
- Strong attention to detail and accuracy.
- Strong organizational skills and ability to multitask.
- Strong judgment and proven ability to problem-solve.
- Demonstrated ability to take initiative.
- Demonstrated ability to work under pressure and to adapt to a changing environment.
- Working knowledge of computers and Microsoft Office products.

Additional Requirements

- Typical office setting where there are no unusual physical demands.
- Willingness to travel regularly.

The Cree Nation Government may, at its discretion, waive any or all of the aforementioned requirements if a suitable candidate who is a JBNQA beneficiary accepts to follow a training plan determined by the Cree Nation Government as a condition of employment.

Application Period

From November 16, 2021 to November 30, 2021

Application

Your application must be sent by email or fax with the competition number: **ERWD-211108-1**

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