

Title: Information System Analyst	Effective Date: October 18, 2010	Grade: XIII	Job Category: Technician
Prior Title: Information System Analyst	Prior Effective Date: August 12, 2010	Grade: XIII	Page: 1 of 1

CHARACTERISTICS OF WORK

This position is responsible for development and management of an information system for the Planning and Research Division.

EXAMPLES OF WORK

The following examples are intended only as illustrations of various types of work performed. No attempt is made to be exhaustive. Related, similar, or other logical duties are performed as assigned. The Department may require employees to perform functions beyond those contained in job descriptions. The Department may modify job descriptions based on Department needs. The Arkansas State Highway and Transportation Department is an "at will" employer.

- Create, maintain and manipulate various database and GIS projects.
- Design and carryout GIS workflows for studies and on-going projects.
- Train others in the use and implementation of a GIS.
- Maintain a thorough knowledge of available/current aerial photography for the State of Arkansas.
- Research and map needed data layers for use in a GIS environment.
- Prepare different types of maps, charts, and graphs as needed.

MINIMUM REQUIREMENTS

The educational equivalent to a bachelor's degree from an accredited college or university, preferably with an emphasis in GIS or computer information systems. At least three years experience working with a GIS. Thorough knowledge of Microsoft Office Suite, MicroStation, and IRAS-C. The ability to work with GeoMedia. Demonstrated knowledge and ability using a GIS platform to analyze data. The ability to communicate effectively and maintain cooperative working relationships with others. Familiarity with Highway Performance Monitoring System data requirements is desired.

("Accredited" means the educational institution or program is accredited by an accrediting organization recognized either by the United States Department of Education or by the Council for Higher Education Accreditation.)