

## Student – GIS Technician Trainee

This position reports to the GIS/Joint Use Manager and is located at the Operations Center, 8600 NE 117<sup>th</sup> Avenue, Vancouver, Washington. The scheduled hours of work will be Monday through Friday 8:00am to 5:00pm however, work schedules are determined with consideration around class schedule commitments.

### WHAT YOU WOULD DO:

Work with GIS Technicians, GIS Analysts and Joint-Use employees to perform tasks that will keep the GIS and Joint-Use departments current with daily tasks. Projects related to GIS and CAD may also be assigned which could include the following:

- Update system maps, feeder maps, one-lines, construction drawings and detail drawings.
- Incorporate as-built prints into the utility's GIS system.
- Scanning and filing completed as-built prints.
- Field check system maps for accuracy.
- Create and update CAD drawings as needed.
- Enter or update attachment permits in Varasset.
- Field check pole attachment and pole transfers for completeness.
- Create and update work orders to remove poles as needed.

### QUALIFICATIONS:

High school graduate, a valid driver's license, and must be enrolled in at least 10 quarter college credits or equivalent semester credits. Preferred candidates would be majoring in an engineering, GIS, or technical related program and have a basic understanding of electrical theory, and strong computer skills. Experience or training using Microsoft Word and Excel is desirable. Effective written and oral communication skills, along with organizational skills are required. Must be dependable and teamwork oriented. Preferred candidates should be able to work about 20 hours a week during the school year and near full time during most of the summer break.

- Experience with ESRI ArcGIS a plus.
- Experience with AutoCad a plus.
- First or second year student with a technical background is preferred.

### BENEFITS:

As a public utility district in Washington State, Clark Public Utilities student employees are enrolled in the Public Employee Retirement System. Student employees will also receive one hour of sick leave for every forty hours worked.

### SALARY:

Salary ranges are market based and established annually. Student employees are eligible for pay increases based on the number of hours worked.

**2024 Salary: \$19.00/hour**

### HOW TO APPLY:

Please send your resume with a cover letter via email to [jobs@clarkpud.com](mailto:jobs@clarkpud.com). Resumes may also be sent to Clark Public Utilities, Human Resources Department, P.O. BOX 8900, Vancouver, WA 98668.

### Equal Opportunity Employer

*At Clark Public Utilities, we are committed to being a place where a diverse mix of talented people want to come, to stay and do their best work.*