

**Professionally and compassionately helping people**



**PUGET SOUND  
REGIONAL FIRE AUTHORITY**

INTERNATIONALLY ACCREDITED FIRE AGENCY

**GIS Analyst**

**CAREER OPPORTUNITY**

# RFA GOVERNANCE

Puget Sound Fire is governed by the Regional Fire Authority Board. This Board is comprised of six voting members and three non-voting members. Three members of the Board are appointed from ranks of the Kent City Council, three from the Board of Fire Commissioners for Fire District 37, one non-voting member from the Covington City Council, one non-voting member from the SeaTac City Council, and one non-voting member from Fire District 43. The Board's responsibilities are to oversee the budget and policy decisions and to ensure the department is successful in its mission of protecting our community.

## Department Overview

- 13 Fire Stations
- 3 Battalions
- 350+ full-time employees
- 28,000+ emergency responses in 2020



## THE DEPARTMENT

The Puget Sound RFA is a progressive, diverse, full spectrum life safety agency protecting more than 200,000 citizens. The men and women of Puget Sound Fire are proud to serve their citizens.

Puget Sound RFA is an internationally accredited full-service, all risk fire and rescue department that provides services to the citizens of Covington, Kent, SeaTac, Maple Valley and portions of unincorporated King County. Our workforce is approximately 350 employees and an annual budget of over \$78 million.

Under the leadership of the Performance Measurement Division Chief, the GIS Analyst will be a member of the Performance Measurement team. This team serves the cities of Covington, Kent, SeaTac, Maple Valley and Renton in support of the mission of the fire department in a way that is efficient, effective and fiscally responsible to the communities served.

### CORE VALUES

**Integrity, Innovation, Inclusion and Service**

### MISSION

**To provide effective and sustainable services that meet the needs of a changing community with the resources entrusted to us.**

### VISION

**To be a trusted resource for building safe and healthy communities**

## APPLICATION & SELECTION

Application deadline:  
May 4<sup>th</sup> at 8:00 am

Please apply at:

[www.pugetsoundfire.org](http://www.pugetsoundfire.org)

### SELECTION PROCESS:

Applicants will be reviewed for minimum qualifications.

Successful candidates will be invited to the first-round interviews.

Questions? Please contact Jennifer Zager, HR Specialist at 253-856-4309 or [JZager@pugetsoundfire.org](mailto:JZager@pugetsoundfire.org)



## EDUCATION AND EXPERIENCE REQUIRED:

### MINIMUM REQUIREMENTS:

#### *Education:*

Bachelor's degree in Geography, Computer Science, Or Bachelor's degree in other related fields with acceptable GIS certification.

#### *Experience:*

Six (6) years of progressively responsible experience in GIS.

#### *Preferred:*

- Background in public safety or emergency management
- Working knowledge of analytic tools for public safety including time-based modeling
- Documented participation in technical user groups
- GISP Certification through GIS Certification Institute (GISCI)

*Or:* In place of the above requirement, the incumbent may possess any combination of relevant education and experience which would demonstrate the individual's knowledge, skill and ability to perform the essential functions listed above.

## COMPENSATION & BENEFITS

The annual salary range for this position is: \$67,467 – \$101,200 with the following benefits in addition:

- Longevity Pay
- Vacation: 96 hours annually
- Holidays: 12 paid holidays annually
- Sick Leave: an accrual of 10 hours per month of paid sick leave
- Bereavement Leave
- Health insurance: medical, dental and vision plans
- Retirement: PERS (Public Employees Retirement System).
- Deferred Compensation: PSF will contribute 3% of the employee's annual salary
- Life Insurance
- Long Term Disability
- Education Reimbursement & Education Incentive Pay

## THE IDEAL CANDIDATE

### Essential Functions:

- Implement, maintain, and work within ArcGIS Enterprise Server/Portal, ArcGIS Online, Autodesk, Geocortex, and other data management systems.
- Advanced use of programming/scripting tools, such as Python, VB Script, JScript, Perl, and SQL Server to automate tasks.
- Develop GIS enterprise framework, policies, and goals to meet the broad range of RFA demands.
- Advanced understanding of GIS concepts, geoprocessing functions and techniques, and spatial database management including time-based modeling.
- Define, develop, and maintain all mapping layers, spatial databases, GIS-based applications, metadata, and associated standards.
- Create and maintain technical and user documentation for GIS processes and applications.
- Develop geoprocessing and web GIS services, web editing/mapping applications to ArcGIS Enterprise Server/Portal to publish maps in support of web and mobile mapping apps.
- Design, development, and maintenance of GIS databases including acquisition, input, management, analysis, and presentation of GIS data.
- Other duties as assigned.

### KNOWLEDGE OF:

- Geographic Information Systems, specifically current versions of ArcGIS Desktop, ArcGIS Pro, and spatial analytic tools, including Network and Spatial Analyst
- Windows operating system, MS Office, PowerBI, and Adobe
- Operating and managing computer hardware peripherals, such as plotters, operating systems, field and mobile data collection and display devices utilizing associated software packages within the RFA's GIS.
- Principles and practices of cartography, surveying, and mapping as well as interpretation of engineering plans and aerial imagery.
- Federal Geographic Data Committee (FGDC) policies and guidelines
- National Alliance for Public Safety GIS (NAPSG) mission, vision, and resources
- Developing, interpreting, applying, and explaining documents such as policy manuals, technical computer manuals and procedures, and business periodicals
- Applicable laws, codes, regulations, and legal descriptions