



GIS Specialist

Alaska Power & Telephone is hiring for a **GIS Specialist**. **This position may work out of any of our Alaska or Washington offices (Juneau, Wasilla or Port Townsend preferred), or an Alaska or Washington home-based location.** The successful candidate must be a team player and a self-driven starter.

The general purpose of this position is to create, update and manage utility maps as needed by OSP Engineering and Telecom Operations in NISC's Mapwise program. This position will help maintain the Service Address, Location and Service Availability information within NISC's customer management software. This position will perform field verifications as needed to verify the integrity of maps and addresses.

Job Duties and Responsibilities:

- Work with the Power & Telephone Engineering and Operations teams to create base maps in NISC's Mapwise
- Provide mapping, reports, analysis, data, and GIS data organization
- Work with the Customer Service Representative team to provide updated service locations and addresses as needed
- Audit and update land-based information on maps as needed
- Assist with information collection and report development (These reports are critical to support AP&T's required reporting to various federal entities and must be accurate)
- Work with MIS to clean up and manage all datasets in NISC's mapping and customer management software
- Creation and administration of GIS web maps

Education Requirements

- High School Diploma or GED
- 3+ years of relevant experience
- Experience with and understanding of GIS
- Proficiency with ArgGIS suite of products
- Knowledge of database functionality and a demonstrated understanding of the importance of maintaining data integrity

Other Qualifications

- The team member must:
 - be detail oriented and willing to learn and adapt to the needs of the company
 - have demonstrated ability to work in a team environment
 - have a previous experience with a Telecom Utility (preferred)
 - have strong critical thinking and problem-solving skills
 - be proficient in Windows, Microsoft Excel, and the full Office Suite
 - be willing and able to travel to all AP&T properties and trainings as needed
 - possess an Alaska or Washington driver's license and ability to be insured by AP&T

- have established excellent customer service skills
- have the ability to pass pre-employment background check and drug testing

Physical Requirements of the Job:

- Work will be performed in a standard office environment with regularly scheduled working hours
- Must be capable of safely lifting to 30 pounds on occasion
- Occasional travel may be required
- Overtime may be required

The pay range for this position is \$30.00 to \$50.00 per hour and is DOE. AP&T offers a generous benefit package including (but not limited to) a short-term incentive program (annual bonus), up to \$125 annual medivac reimbursement, employee stock ownership options and an annual up to \$150 in AP&T logowear. Recognition of our employees is important to AP&T's values. We like to continuously show appreciation and recognition within our teams. AP&T is a small non-union utility serving over 40 Alaskan communities and villages. For more information about our organization, please visit <https://www.aptalaska.com/>.

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<https://aptalaska.workbrightats.com/jobs/859320-176045.html>

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