



UPN is currently looking for an experienced **Screening GIS Specialist**. This candidate will work correctly, safely, and efficiently determining the need for underground telecommunications utilities to be field located. Responsibilities include interpreting One Call tickets, searching for underground utility information, assignment of ticket to field locating staff and/or contractor and assisting in the GIS management of assigned responsibility areas.

Specific responsibilities include:

- Maintains and updates locating ticket management system and GIS databases.
- Operates computer workstation to conduct research of telecom utility information, manage utility ticket management system workflows, and to update GIS databases.
- Produces printed and electronic maps for internal and external customers showing map features and applicable map layers.
- Manages operation of GIS equipment, software, data and products.
- Attends meetings, conferences, workshops.
- Responds to data inquiries from various groups within and external to organization.
- Create and publish regularly scheduled and/or ad hoc reports as needed.
- Maintains a positive, helpful, constructive attitude and working relationship with the Screening Manager and office employees, other UPN employees, contract locating and construction firms, state locating agencies and the public.
- Other duties as assigned by Screening Manager or management.

Requirement for the position include:

- High school diploma or GED required.
- Some college preferred.
- Experience with locating ticket management systems, proprietary or open source.
- Experience with Geographic Information Systems, proprietary or open source.
- Completion of a GIS program preferred.
- Detail-oriented.
- Strong web-research skills, including the use of web-based maps.
- Adept at working with large data sets with an ability to identify patterns.
- Demonstrated ability to work independently, as well as in small and large cross functional teams.
- Strong computer literacy.
- Strong verbal and written communication skills.
- 1+ year of experience in geospatial data analysis or map quality evaluation.
- Ability to draw conclusions from data and recommend actions.
- Experience querying databases using SQL.

Salary is commensurate upon education and experience. Qualified candidates interested in this opportunity should submit their cover letter, resume and salary requirements.



UPN is an Equal Employment Opportunity Employer

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