

## **GIS Technician I - Part Time**

**Location: Portland, OR**

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Mosaic Ecology is a natural resource management firm that works to restore native forests, prairies, and wetlands in western Oregon and Washington. We are seeking a permanent part-time (16-20 hrs/week) GIS Technician to assist in data analysis, map creation, and data collection. The position is office based with occasional data collection in the field as needed. Open to discuss a flexible schedule, with at two days in the office each week.

### **Job Responsibilities:**

The GIS Technician 1 assists the Natural Resource Scientist and Project Managers with, GPS data collection, map creation, data analysis, and similar data collection tasks. Specific job duties include:

- Possessing an advanced understanding of geospatial equipment and programs in order to collect data, conduct maintenance, and troubleshoot issues in the field;
- Using ArcPro, Arc GIS Online, Field Maps, other ESRI related programs and geospatial analysis tools regularly;
- Efficiently using time to create high quality mapping and data deliverables;
- Learning to identify target plants within the field and through use of a dichotomous key;
- Analyzing and presenting geospatial data collected in the field using ArcGIS Pro, Excel, remote sensing software, and similar programs;
- Utilizing technology and quality assurance protocols to efficiently collect high quality data;
- Assisting on job bids related to GIS;
- Organizing and creating work flows for the company's database;
- Administrative tasks as needed;
- Communicating daily with project lead when independently collecting or processing data.

### **Skills Requirements**

- Ability to communicate effectively with people from diverse backgrounds;
- Excellent organizational and data management skills;
- Ability to use ArcGIS Pro, Field Maps, Google Suite, mobile tablets, various GPS receivers, and other forms of software/hardware for data collection in the field;
- Ability to efficiently utilize office time and work independently in the field as needed;
- Excellent spatial awareness and ability to interpret maps while off trail and out of cell service;
- Advanced knowledge of state and federal regulations related to workplace safety;
- Ability to make independent, well-reasoned decisions while knowing when to ask for instruction;
- Good driving record;
- Proficiency with speaking, reading, and writing in English.

### **Schedule and Benefits:**

- Work-Week: 16-20 hours per week (two 8-10 hour days each week). Scheduling to be determined based on weather and work needs.
- Wages: \$25.50-27.50 an hour/ DOE
- Paid Time Off: 120 hours of PTO provided on an annual basis based on rates of a FTE. PTO accrued at a rate of 8 hours for every 175 hours worked, starting on the first date of employment. The 120 hours of PTO include 40 hours of sick time required by law.
- 8 hours of professional development and up to \$100 of financial assistance on your first year

### **Position Breakdown (Changes seasonally)**

- 80% Office based data management and GIS tasks
- 10% Field based tasks such as site visits or data collection



- 10% Administrative support duties

**Mosaic Ecology LLC offers equal employment opportunity to all individuals, regardless of race, creed, color, religion, gender, national origin, ancestry, age, marital status, veteran status, disability, medical condition, gender identity or sexual orientation.**

**Please send your resume to Operations Coordinator, Victor Velasco:  
[admin@mosaicecology.com](mailto:admin@mosaicecology.com)**