

Job Opening

Date: September 2, 2026

To: Internal/External Applicants

From: Brooke Ledford, HR Program Manager

Re: Job Opening for GIS Technician

Qualified applicants are encouraged to apply for GIS Technician job currently open in the IT Division. This position will be open until filled.

Salary range is \$60,852.73 to \$74,574.83.

JOB DUTIES:

Under direct supervision of GIS Manager, performs computer based technical work in the preparation, review, and revision of geographical information relating to the District sewer system. Work involves utilizing the following but is not limited to, ArcGIS, Microsoft SQL Server, Microsoft Access, and other Geographical Information System (GIS) software and maintenance software to generate and alter the District's sewer system spatial and business databases, and input field data, and supporting GPS operations. Employees must be comfortable using ArcGIS Desktop software as a data entry and analysis tool, and familiar with the full suite of Microsoft Office products. Work also includes customizing GIS software for use by other District employees and providing custom maps and reports for various Divisions as requested. Exercising considerable initiative and independent judgment to ensure accuracy of both spatial and business databases is a must. Employees must also exercise tact and courtesy in contact with the general public and internal customers. Reports to the GIS Manager.

MINIMUM TRAINING AND EXPERIENCE

Graduation from a two-year or 4-year college or technical school with major course work in cartography, civil engineering, geography or a related field, specific training in GIS software, and 1 to 2 years experience with GIS or related work or any equivalent combination of training and experience which provides the required skills, knowledge, and abilities. Position requires possession of a valid North Carolina driver's license.

Interested candidates can apply online at <https://www.msdbc.org/careers.php> and will find more information at our website: www.msdbc.org. Resumes may also be submitted to bledford@msdbc.org

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