4867 VENTURE DR
Johnstown CO 80534
Main Office: 970-962-2170
www.leta911.org

Position Title:	GIS Analyst
Employment Status:	Full-time 40 hours/week
FLSA Status:	Non-Exempt
Reports To:	GIS Manager
Work Location:	LETA 4867 Venture Dr, Johnstown CO 80534 IN PERSON ONLY not a hybrid or work from home position
Hiring Salary:	$ 76,000

POSITION SUMMARY:

Larimer Emergency Telephone Authority's (LETA) GIS Analyst is responsible for the development, integration, and maintenance of mission-critical geospatial datasets that support NextGen 9-1-1 (NG911) systems, including call routing, dispatch mapping, emergency notification platforms, and mobile GIS applications. This role ensures the accuracy, integrity, and operational readiness of GIS data used across ESInet-enabled systems and public safety technologies.

The position requires hands-on experience with ESRI platforms, including ArcGIS Enterprise and ArcGIS Online, and supports the configuration and deployment of GIS services, web applications, and mobile solutions. The GIS Analyst performs spatial analysis, geoprocessing, and data automation, and supports integration with external systems through APIs and database connections. Responsibilities include maintaining NG911-specific datasets such as address points, road centerlines, boundaries, and MSAG-related data, ensuring alignment with state and national standards.

This role operates in a multi-agency environment and requires coordination with regional GIS partners, PSAPs, and public safety stakeholders to ensure data consistency and interoperability across systems. The GIS Analyst is expected to manage multiple concurrent projects, implement QA/QC processes, and maintain documentation for workflows and system configurations.

This is an in-office position. Remote work may be allowed but would be infrequent. Due to the operational nature of NG911 systems, the GIS Analyst may be required to provide after-hours or weekend support during system maintenance, deployments, or emergency incidents.

ESSENTIAL DUTIES AND RESPONSIBILITIES

- Configure and maintain GIS services in ArcGIS Enterprise and ArcGIS Online.
- Develop and support web and mobile GIS applications (Dashboards, Experience Builder, Field Maps, Survey123, QuickCapture).
- Perform spatial analysis, geoprocessing, and workflow automation.
- Working knowledge and development of Python and/or Model Builder scripts/models to aid in ETL processes and automation.
- Produce operational maps and cartographic products for public safety use.
- Maintain and update NG911 GIS datasets (address points, road centerlines, boundaries, MSAG).
- Ensure data accuracy, QA/QC standards, and documentation of workflows and processes.
- Integrate GIS data with CAD, GPS, and other external systems, supporting interoperability.
- Coordinate with PSAPs, local agencies, and regional partners to ensure data consistency.
- Support wireless 9-1-1 routing and process MSAG change requests.
- Provide technical support for GIS applications and field mapping tools.
- Stay current on ESRI technologies and industry best practices and recommend improvements.
- Support after-hours or emergency operations as needed.
- Other non-GIS duties as assigned.

QUALIFICATIONS

Minimum Education, Experience, and Certifications

- Bachelor's degree in GIS, Geography, Environmental Science, Urban Planning, or a related field.
- Minimum of 3–5 years of professional GIS experience.
- Able to maintain CJIS clearance
- Able to remain drug and alcohol free; marijuana use is not allowed, even if medically prescribed
- Possess and maintain a valid driver's license and acceptable driving record

Knowledge and Skills

- Experience with 9-1-1 mapping technologies and public safety GIS environments (preferred).
- Familiarity with emergency management operations and workflows (preferred).
- Familiarity with computer aided dispatch (CAD) platforms.
- Experience integrating GIS with external systems using APIs (preferred).
- Proficiency in ESRI ArcGIS platforms, including geoprocessing and data management.
- Experience with ArcGIS Online and development of web-based GIS applications.
- Working (and demonstratable) knowledge of scripting using Python and/or Arcade for automation.
- Working (and demonstratable) knowledge of Model Builder for automation.
- Strong understanding of geodatabase design, GIS data models, and data integrity practices.
- Experience with SQL and relational database management systems.

Core Competencies

- Strong analytical, problem-solving, and critical thinking skills.
- Effective written and verbal communication.

- High attention to detail and commitment to data quality.
- Ability to work independently and collaboratively in a multi-agency environment.
- Demonstrated commitment to continuous learning and professional development.

WORK SCHEDULE

This is a full-time position. The schedule will generally occur during standard business hours but may occasionally require adjustments to support emergency events and operations.

COMPENSATION AND BENEFITS

LETA offers a competitive compensation package aligned with regional market benchmarks for GIS positions with similar responsibilities.

CONTACT INFORMATION

LETA HR
hr@leta911.org

REQUIRED DOCUMENTS

All required documents must be submitted in PDF format to LETA HR via email.

1) Cover Letter not to exceed 1 page
2) Resume not to exceed 2 pages
3) Completed and signed application found at leta911.org/careers