



**DEPARTMENT OF CONSERVATION AND NATURAL RESOURCES  
DIVISION OF WATER RESOURCES**

**901 South Stewart Street, Suite 2002**

**Carson City, Nevada 89701-5250**

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**<http://water.nv.gov>**

**NON-CLASSIFIED POSITION ANNOUNCEMENT  
Temporary Position ArcGIS Technician**

October 25, 2016

The Nevada Department of Conservation and Natural Resources, Division of Water Resources (NDWR) is seeking qualified applicants for a non-classified, **part-time** position in our Floodplain Management Section located in Carson City, Nevada.

**Recruitment:** This is an open competitive recruitment, open to all qualified persons. Applications will be accepted until recruitment need is satisfied.

**Approximate Compensation (DOE):**

Hourly Rate \$18/hour

This is a part-time hourly paid position. This is a contracted position, and no state benefits apply.

**The Position:** The position will focus on FEMA Risk MAP activities. Risk MAP stands for Risk Mapping, Assessment, and Planning and includes activities such as updating and upgrading the Nevada Flood Risk Portfolio and using the Flood Information Tool (FIT) with HAZUS to develop depth of flooding maps using both DFIRM data and LiDAR data. This position will assist with updating data in the Coordinated Needs Management Strategy (CNMS) database to ensure that the database accurately reflects the status of flood mapping in Nevada. This position is also responsible for the creation and maintenance of non-regulatory dam inundation maps using ArcGIS and the DSS-Wise dam breach modeling software. Dam inundation maps from Emergency Action Plans will be digitized and compared with modeling results. This position will focus on collection of post wildfire data so that efforts can be made to inform communities of their higher flood risk due to wildfires. The ArcGIS Technician will assist with other duties as assigned by the supervisor. The ArcGIS Technician position is a **temporary** position which will last until project completion, approximately one year. The position will be funded by the Cooperating Technical Partner (CTP) Grant, a grant issued by the Federal Emergency Management Agency (FEMA) to enhance the floodplain management program.

**Minimum Qualifications:** Qualified candidates must have an Associate Degree in ArcGIS or related field and one-year experience, or an Associate Certificate in ArcGIS or related field and two years experience, or three years experience working directly with ArcGIS. Experience with computer modeling programs and the Microsoft Office Suite are preferred.

**Training and Experience:** PLEASE PROVIDE RESPONSES TO THE FOLLOWING QUESTIONS. RESPONSES WILL BE REVIEWED, EVALUATED AND SCORED. IT IS IMPORTANT TO PROVIDE A THOROUGH RESPONSE.

- Describe any GIS work you have performed.
- Describe your level of proficiency and experience with Microsoft Word, Excel, and Access.
- Please include your availability/desired work schedule for a typical Monday through Friday work week.

**To Apply:** Submit a resume including professional references by fax, email, mail or deliver to: David Willard, State Floodplain Manager, Division of Water Resources, 901 S. Stewart St., Ste. 2002, Carson City, NV 89701, Fax: (775) 684-2811, Email: [dwillard@water.nv.gov](mailto:dwillard@water.nv.gov) **“In your cover letter please indicate how you heard about the position. If you heard about this position through a website, please specify which website.”**

It is the applicant’s responsibility to submit a complete resume and provide the requested supplemental information pertaining to Training and Experience. **Incomplete resumes and/or supplemental information may be cause for rejection from consideration.**