

JOB INFORMATION

Effective Date	11/16/2023
Job Code:	3096
Job Title:	Geographical Information Sciences (GIS) Analyst
Salary Grade/Structure:	030 - Admin-Professional
Career Level Name:	
FLSA Name:	Exempt
EEO Code:	30-Professional Non-Faculty
Job Function:	Information Technology
Job Family:	Information Technology
Job Summary	The Geographical Information Sciences Analyst will conduct Geospatial scientific research and provide support to the Environmental Institute of Houston(EIH) staff and UHCL students. Responsible for developing and delivering courses in Geospatial Science in support of the CSE programs including ENSC B.S. degree, minor, and graduate certificate.

COMPETENCIES

Competencies

Please refer to the UHCL Human Resources webpage for UHCL core competencies for all eligible job levels.

QUALIFICATIONS

Education

Education Level	Education Details	Required/Preferred	
Doctoral Degree	Degree in Geospatial Science.	Required	

Work Experience

Experience	Experience Details	Required/Preferred	
Some	Technical experience using advanced geospatial technology, collecting, managing, and analyzing geospatial data. University-level teaching experience in geospatial sciences.	Required	

Licenses and Certifications

Licenses/Certifications	Licenses/Certification Details	Time Frame	Required/Preferred	
	Valid Driver's License	Upon Hire	Required	
	FAA remote pilot certificate.	Upon Hire	Preferred	

Licenses and Certifications

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Knowledge, Skills and Abilities

KSAs	Proficiency
• Knowledge of Geospatial concepts, science, and technologies.	Proficient
• Knowledge of applying Geospatial concepts to address environmental challenges.	Proficient
• Knowledge of CSE procedures for lecturing and advising students.	Proficient
• Skills in programming and operation of unmanned aerial vehicles to collect Geospatial data.	Proficient
• Skills in using Geospatial programs and software (e.g. ArcGIS Pro, Drone2map, and Pix4D).	Proficient
• Skills in using Web GIS and developing web-applications.	Skilled
• Ability to analyze large-scale spatial-related problems from a variety of perspectives.	Proficient
• Ability to work with a wide-range of scientific professionals.	Skilled
• Ability to communicate (oral/written) complex concepts.	Skilled

JOB RESPONSIBILITIES

Campus Security Authority

Remote Work Capable

Essential Functions

Essential Function	% TIME
• Develop and deliver four courses in geospatial science per year.	45%
• Conduct Geospatial scientific research.	20%
• Provide Geospatial support to EIH staff and UHCL students.	15%
• Securing funding to support geospatial scientific research.	10%
• Advise students in independent studies and master theses.	5%
• Performs other related duties as assigned.	5%

PRE-EMPLOYMENT

MVR:	Yes
Criminal History:	Yes
Physical Exam:	No
Hearing Exam:	No
Pulmonary Function Test:	No

PHYSICAL DEMANDS/WORKING CONDITIONS

Office and Administrative Support

Physical Demands

Physical Demand	N/A	Rarely	Occasionally	Frequently	Constantly	Weight
Standing			X			
Walking			X			
Sitting					X	

Physical Demands

Physical Demand	N/A	Rarely	Occasionally	Frequently	Constantly	Weight
Lifting		X				
Carrying		X				
Pushing		X				
Pulling		X				
Climbing		X				
Balancing		X				
Stooping		X				
Kneeling		X				
Crouching		X				
Crawling		X				
Reaching		X				
Handling			X			
Grasping			X			
Feeling		X				
Talking					X	
Hearing					X	
Repetitive Motions				X		
Eye/Hand/Foot Coordination				X		

Working Environment

Working Condition	N/A	Rarely	Occasionally	Frequently	Constantly
Extreme cold		X			
Extreme heat		X			
Humidity		X			
Wet		X			
Noise			X		
Hazards		X			
Temperature Change		X			
Atmospheric Conditions		X			
Vibration		X			

Travel Requirements

Estimated Amount	Brief Description
0%	