

Founded in 1927, Austin Peay State University is a comprehensive, state-assisted university with an enrollment of approximately 9,000 students. APSU was named in honor of the late Tennessee Governor Austin Peay, who served from 1923–1927.

With a main campus in Clarksville, Tenn. and a satellite campus on post at Fort Campbell, Ky., APSU is one of 47 universities, community colleges and technology centers in the Tennessee Board of Regents system, the sixth largest system of higher education in the nation. The University offers a full range of academic programs at the associate, baccalaureate and master's degree levels in the arts, sciences, business and selected professional programs. APSU offers 13 online degree programs and hundreds of Web-based classes. Among APSU's many points of distinction are its outstanding programs in the sciences, two centers of excellence in the creative arts and field biology and four chairs of excellence in the creative arts, business, free enterprise and nursing.

An integral part of Clarksville, a rapidly growing city of more than 100,000 located 45 minutes northwest of Nashville, the University led the state in enrollment growth in recent years. Since 2000, Austin Peay has renovated and erected numerous top-of-the-line facilities on its 160-acre main. Of the universities offering classes on post at Fort Campbell, only APSU has been given permission to construct its own building. The University enrolls more students at the Fort Campbell Center than the other five institutions combined.

**GIS Technician
Geographic Information Systems (GIS) Center
Grant-Funded Full-Time Position
(Contract renewal contingent upon grant funding)
Position Number 330074**

General Description

The GIS Technician works under direct supervision of the Manager of the GIS Center and has primary responsibility in GIS projects along with daily duties for the GIS Center.

Primary Duties and Responsibilities

- GIS mapping and Geodatabase design with current GIS Projects.
- Collect GPS information through the use of GPS equipment.
- Maintain GPS projects.
- Update and maintain GIS files and maps.
- Produce technical writings related to GIS/GPS technology.
- Work with city and county clients on GIS and GPS projects.
- Prepare and maintain cartographic maps.
- Work with students on GIS/GPS projects and supervise as needed.
- Update city and county GIS clients on a regular basis.
- Perform other job related duties as assigned.

Essential Functions

- Ability to use ESRI ArcGIS Software for mapping projects.
- Ability to make mathematical computations accurately.
- Ability to learn new software programs as related to GIS.
- Ability to efficiently operate a personal computer and associated software (Outlook, Word, Excel, etc.) as well as SungardHE Banner.
- Ability to communicate effectively and appropriately.
- Ability to maintain confidentiality of records and information.
- Ability to interact in an effective and appropriate manner with diverse populations, the University community and the public.
- Ability to detect and correct grammatical and spelling errors in written correspondence.
- Ability to maintain files accurately, in paper and in software programs.
- Ability to handle multiple tasks simultaneously.
- Ability to effectively supervise student employees and complete all associated personnel actions in a timely and accurate manner.

Required Minimum Qualifications

- High school graduate or equivalent.
- Previous experience with ESRI ArcGIS, GPS equipment and software programs.
- A background check will be required of the successful applicant.

Additional Preferred Qualifications

- Bachelor's degree in Geography, GIS, Engineering, Computer Science or related field.
- Previous experience with ArcGIS 9.x and extensions.

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