

New York State Department of Civil Service
Division of Classification & Compensation

Tentative Classification Standard

Occ. Code 5122210

Cartographic Technician 1, NS

Brief Description of Class Series

Cartographic Technicians 1 assist with DEC's efforts to protect the State's natural resources through Geographic Information System (GIS) management.

These positions are only classified at the Department of Environmental Conservation.

Distinguishing Characteristics

Cartographic Technician 1: seasonal; works on data quality initiatives for spatial analyses and data, using GIS and georeferencing tools.

Illustrative Duties

Cartographic Technician 1: creates and maintains GIS feature classes including but not limited to lake and river fisheries regulatory and recreation information, fishing public access, hydrography, and permit information management; enters and maintains data within existing databases and GIS feature classes; creates new resources such as maps and tracking sheets to assist with initiatives and projects; assists with the digitization and organization of files related to projects; may participate on general information management projects; and may occasionally perform or assist higher-level staff with mechanical drafting to update and maintain existing physical maps.

Minimum Qualifications

Cartographic Technician 1

Open-Competitive: two years of drafting or cartographic work experience that includes working with tabular data and ArcGIS.

Note: Classification Standards illustrate the nature, extent, and scope of duties and responsibilities of the classes they describe. Standards cannot and do not include all the work that might be appropriately performed by a class. The minimum qualifications above are those required for appointment at the time the Classification Standard was written. Please contact the Division of Staffing Services for current information on minimum requirements for appointment or examination.

03/2023

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