

# JOB ANNOUNCEMENT

## TO HELP PROTECT SAN FRANCISCO BAY

### GEOGRAPHIC INFORMATION SYSTEMS (GIS) SPECIALIST

RESEARCH ANALYST I OR II (GEOGRAPHIC INFORMATION SYSTEMS) OR  
RESEARCH PROGRAM SPECIALIST I (GEOGRAPHIC INFORMATION SYSTEMS OR  
COASTAL PROGRAM ANALYST I OR II

Full-Time, Permanent

September 28, 2016

**About Us.** The award-winning San Francisco Bay Conservation and Development Commission (BCDC) is a small State agency located in San Francisco's Civic Center. BCDC has planning and regulatory responsibility over development in San Francisco Bay and along the Bay's nine-county shoreline. BCDC is guided in its decisions by its laws, the McAteer-Petris Act and the Suisun Marsh Preservation Act, its *San Francisco Bay Plan*, and other special plans for specific areas around the Bay.

**Who We Want.** We want someone who is enthusiastic, motivated, has excellent analytical skills, can write and communicate effectively, has sound judgment, likes to solve problems, works effectively as a member of a team, and enjoys working with considerable independence.

**The Position.** The GIS Specialist develops and maintains the Commission's geographic information system, supports staff in using GIS for project and policy analysis and provides graphics and mapping assistance to other staff to support project reports, analysis and presentations. The Commission's GIS specialist also researches and evaluates varied complex proposals, enforcement issues and/or policy topics involving shoreline work, Bay fill and dredging, and public use and enjoyment of the Bay as staff to the San Francisco Bay Conservation and Development Commission (BCDC).

The position requires the incumbent to assist with establishing and maintaining a digital geospatial data library, and to provide spatial data and analysis and policy guidance and interpretation to Commission staff and the general public. The successful candidate will demonstrate strong analytical skills and the ability to research and interpret complex coastal resource and geographic information issues. Strong communication skills, the ability to work independently and in a team environment, take initiative, and ability to effectively manage multiple tasks with changing priorities are essential. **Duties will be assigned commensurate with the level at which the position is filled.**

**Eligibility.** Eligible individuals on the Research Analyst I (GIS), Research Analyst II (GIS) or Research Program Specialist I (GIS), Coastal Program Analyst I or II eligibility lists are encouraged to apply. Current state employees or former state employees with transfer or reinstatement rights at the Research Analyst I (GIS) or Research Analyst II (GIS) or Research Program Specialist I (GIS) level may also apply. (Please note that in order to be eligible for transfer, applicants must meet the minimum

qualifications of the aforementioned classifications.) Appointment is subject to the State Restrictions of Appointment (SROA) provisions. Applicants must clearly indicate the basis of their eligibility, including SROA, surplus, transfer, re-employment status, or list eligibility in the Examination or Title section on the State Application Form 678.

**Exam.** Applicants who do not currently have eligibility may participate in the Research Analyst I or II (Geographic Information Systems) or Research Program Specialist I (Geographic Information Systems) examination given by the California Department of Human Resources (CalHR). Go to [www.jobs.ca.gov](http://www.jobs.ca.gov) for more information.

<b>Salary.</b> Research Analyst I (Geographic Information Systems)	\$3,247 - \$5,029/month
Research Analyst II (Geographic Information Systems)	\$4,829 - \$6,048/month
Research Program Specialist I (Geographic Information Systems)	\$5,053 - \$6,325/month
Coastal Program Analyst I	\$3,247 - \$5,029/month
Coastal Program Analyst II	\$4,829 - \$6,048/month

**Contact.** Lindy Lowe, Acting Planning Manager/ART Program Manager, (415) 352-3642

**Applying for the Job.** The job opening is at the San Francisco Bay Conservation and Development Commission, but the California Coastal Commission handles BCDC's personnel work. Therefore, to apply, please submit a standard State of California application form (Std. #678) available on the internet at [www.jobs.ca.gov](http://www.jobs.ca.gov), current resume, references and GIS portfolio samples to:

Human Resources Office  
California Coastal Commission  
45 Fremont Street, Suite 1930  
San Francisco, California 94105-2219  
(415) 904-5430 or toll free (866) 831-2540  
[HumanResources@coastal.ca.gov](mailto:HumanResources@coastal.ca.gov)

In the Examination or Job Title section, please clearly indicate for which classification and position you are applying (**GIS - BCDC**).

**Filing.** Applications will be accepted until the position is filled. **We plan to conduct interviews during the weeks of October 17<sup>th</sup> and 24<sup>th</sup> and would like to fill the position as soon as possible.** Applications will be screened and only the most qualified candidates will be interviewed. No relocation expenses are offered.

**Special Interview Arrangements.** If you have a disability and need special interview arrangements, please mark the appropriate box in Item 2 of the application. You will be contacted to make specific arrangements.

For additional information about BCDC, see our website at [www.bcdc.ca.gov](http://www.bcdc.ca.gov).

The State of California is an equal opportunity employer to all, regardless of age, ancestry, color, disability (mental and physical), exercising the right to family care and medical leave, gender, gender expression, gender identity, genetic information, marital status, medical condition, military or veteran status, national origin, political affiliation, race, religious creed, sex (includes pregnancy, childbirth, breastfeeding and related medical conditions), and sexual orientation." It is the objective of the State of California to achieve a drug-free work place. Any applicant for state employment will be expected to behave in accordance with this objective because the use of illegal drugs is inconsistent with state law, civil service rules, and the special trust placed in public servants.

September 28, 2016F