

GIS Analyst
Office of the Speaker
Illinois House of Representatives

The Illinois House of Representatives seeks a GIS Analyst within the Office of the Speaker. Under the leadership of the Chief of Staff, the GIS analyst is responsible for providing support with GIS system administration and development in conjunction with Redistricting for the Office of the Speaker.

The primary responsibilities of this position include:

- Analyzing spatial data through the use of mapping software.
- Discovering patterns and trends through spatial mapping of data.
- Designing digital maps with geographic data and other data sources.
- Working with a variety of GIS programs and file types of integrate and visualize data.
- Converting physical maps into a digital form for computer usage.
- Performing data munging and cleaning to convert data into its desired form.
- Producing reports on geographic data utilizing data visualizations.
- Managing a digital library of geographic maps in various file types

Qualifications:

- Minimum qualifications for the position include a bachelor's degree from an accredited college or university, advanced knowledge of Environmental Systems Research Institute's (ESRI) ArcGIS software or other GIS applications, and previous customer service and/or support experience. Previous experience in evaluating U.S. Census Bureau data and working with elected officials is desirable, but not required.
- Demonstrable skills with GIS software, database administration, and Adobe Suite
- Outstanding quantitative skill set and analytical mindset
- Excellent written and verbal communication
- Attention to detail and good problem-solving skills
- Analytical mindset and Good interpersonal skills
- Must maintain confidentiality of all aspects of the work and consistently model professional best practices
- Ability to maintain composure and work cooperatively under pressure with legislators, legislative staff, colleagues, and the public.

Compensation

- Salary will be commensurate with experience.

Qualified applicants should submit cover letter, CV, and contact information for three professional references to:

Pamela Lassiter
Human Resources Director
Illinois House of Representatives
Office of the Speaker
Room 419, Stratton Building
Springfield, IL 62706
HumanResources@hds.ilga.gov

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