

GIS Intern (6 months)

The Town of East Gwillimbury was recognized as a 2018 Employee Recommended Workplace by The Globe and Mail and Morneau Shepell. Employees enjoy a fully balanced lifestyle and have a high level of Total Health. Our municipal offices are easily accessible off of Highway 404 and a short 15 minute drive from Highway 400. Enjoy competitive wages, progressive extended health plan, employee assistance program, and active social and wellness committees. Convenient parking, outdoor seating areas, and easy access to trails allow you to enjoy the beauty of EG while at work.

The Town is the GTA's top growth municipality, located just north of Toronto in York Region. As one of Ontario's growth centres, East Gwillimbury's population is projected to reach 50,000 by 2025. By joining Team EG you will help shape our growing community

Reporting to the GIS Coordinator, this position is responsible for providing GIS operational support and spatial analysis for the Town of East Gwillimbury. By employing GIS best practices and spatial data creation standards, the GIS Intern will prepare maps, conduct spatial analysis, prepare web based GIS applications, and work in partnership with various departments to support ongoing initiatives.

Key Responsibilities

- Complete specialized map requests from internal departments utilizing the Town's corporate geodatabase and adhering to cartographic best practices
- Collect, analyze, update and maintain the Town's corporate GIS data
- Provide support to the Town's GIS users for both desktop and web-based GIS systems
- Liaise with Town departments for the creation of ArcGIS Online story maps
- Perform and provide assistance with field data collection in support of Town initiatives
- Strong familiarity and proven experience with ESRI's ArcGIS software products and associated extensions
- Knowledge of or experience with FME Desktop 2017
- Experience working with ArcGIS Online and familiarity with web based GIS
- Knowledge of quality assurance and quality control (QA/QC) principles and data integrity standards.
- Other duties as assigned in accordance with department objectives
- Strong communication skills with the ability to communicate effectively with technical and non-technical individuals is essential in identifying GIS deliverables
- Applicants should possess analytical, organizational and problem solving skills in order to plan work, review data, identify deficiencies and solve problems

If you're looking for an opportunity that will enable you to contribute to a growing and inclusive community, please apply and submit your resume and related information online at:

[ADP Workforce Now - Career Centre](#)

Deadline for applications is July 17, 2019

We thank all applicants for their interest, however, only those being considered for an interview will be contacted

The Town of East Gwillimbury is committed to diversity and inclusivity in employment and welcomes applications from qualified individuals of diverse backgrounds. In accordance with the [Accessibility for Ontarians with Disabilities Act, 2005](#) and the Ontario Human Rights Code, the Town of East Gwillimbury will provide accommodations throughout the recruitment, selection and/or assessment process to applicants with disabilities. If selected to participate in the recruitment, selection and/or assessment process, please inform the Town's Human Resources staff of the nature of any accommodation(s) that you may require in respect of any materials or processes used to ensure your equal participation. In accordance with the *Municipal Freedom of Information & Protection of Personal Privacy Act*, personal information collected will only be used for candidate selection.

"Our town, Our future"