



5278 – Planner II Announcement

Position Description: Under general supervision, the Planner II - Computer Aided Design (CAD) / Geographic Information Systems (GIS) Specialist will support the Bureau of Planning and Environmental Affairs with the preparation, editing and production of project drawings, report figures and other graphical documents, and CAD/GIS database creation and maintenance. The essential functions of this job include: preparing drawing sets and incorporating markups under the direction of project managers, developing and maintaining a GIS database, maintaining a large library of base maps and map data sources, conducting site and field inspections and conducting surveys and interviews to obtain data, and preparing computer based and hard copy graphic materials. The Planner II - CAD/GIS Specialist will support Airport staff with various projects such as: maintenance and updates to the Airport Layout Plan drawing set, land use plan development, passenger terminal, cargo, and general aviation facility layouts, aircraft parking layouts, and airspace obstruction analysis. Incumbents in this job may be required to attend evening meetings occasionally held in community locations.

Special Conditions:

12 months experience using a Computer-Aided Design (CAD) software application for 2D and 3D design and drafting; **AND** 12 months experience using GIS – a collection of computer hardware, software, and geographic data for capturing, managing, analyzing, and displaying all forms of geographically referenced information.

HOW TO APPLY:

Applications will be available beginning March 31, 2008. This recruitment process will be opened at least through April 30, 2008. Applications for City and County of San Francisco jobs are being accepted through an online process. Visit www.jobaps.com/sf to begin the application process by registering an account.