



NATIONAL IRRIGATION COMMISSION LIMITED

JOB VACANCY

GEOGRAPHIC INFORMATION SYSTEMS OFFICER (GIS)

Job Summary

Under the direction of the Manager, Information Systems, the GIS Officer is responsible to create and maintain the structures necessary for GIS data storage. Develop tools for loading/transferring GIS data between different systems. Manipulate, analyze and present geographical information by creating programs to convert GIS information from one format to another. Maintain a Geographic Information System relevant to the operations of the NIC that is applicable in the decision making process.

Key Responsibilities

- Assist in setting-up and overall management of the computer network environment;
- Maintenance and ensure access controls with respect to GIS equipment;
- Manage and review of GIS data both digital and non-digital;
- Manage the digitization of non-digital data for inputs in the GIS;
- Manages network and administration;
- Performs regular back-up of working directories;
- Maintain and regulate maintenance of GIS equipment and machines;
- Manage records and GIS related materials;
- Provide staff training as required;
- Perform network and planning administration;
- Manage data information and databases;
- Collect data for land use survey and infrastructure audit (canal and pipelines) in the district area of Clarendon;
- Compile and update electronically land parcel data and land use datasets with relevant attributes;
- Undertake assessment of canal networks;
- Map location of customer hydrants/meters;
- Attend Project Committee meetings to report on data collection progress and issues;

- Prepares reports, as required, on work performed for submission to the GIS Engineer;
- Performs any other duties that may be assigned under this project.

Qualification/Experience/Competencies

- Bachelor's Degree in Urban Planning, Geo-informatics or Geography
- Experience in data collection, entry and maintenance
- Strong practical experience in using GIS, especially ESRI products such as ArcView and/or Arc Info.
- Practical use of GPS
- Communicate effectively orally and in writing;
- Good interpersonal skills
- Ability to work in a team

Salary: \$4,060,697.00

How to Apply:

We are inviting your application if you meet the requirements outlined. Please address and submit cover letter and detailed résumé by **September 30, 2026** to:

**The Manager, Human Resources & Industrial Relations
National Irrigation Commission Limited
P.O. Box 631
Kingston 6
Or email: HR@nicjamaica.com**