

***To apply for this position, please answer the questions on the advertisement.***

<b>POSITION DESCRIPTION</b>	
<b>Title:</b>	<b>Team Leader Spatial Technology</b>
<b>Group</b>	<b>Business Technology and Customer Services</b>
<b>Reports to:</b>	<b>Business Information Solutions Manager</b>
<b>Grade:</b>	<b>18</b>
<b>Hours:</b>	<b>35 hours per week</b>
<b>Vehicle:</b>	<b>No</b>
<b>Position Purpose</b>	
<p>The Team Leader Spatial Technology will lead the spatial team in the delivery of efficient and effective Geographical and Land Information Systems and services.</p> <p>The role will contribute to business improvement, technological development and innovation that supports and enhances Council's spatial solutions along with being responsible for the delivery of a range of Land Information services across all Council teams.</p>	
<b>Qualifications and Experience</b>	
<i>(Minimum required/essential for success in the job)</i>	
<p><b><u>Essential:</u> (To apply for this position, please answer the questions on the advertisement)</b></p> <ul style="list-style-type: none"> <li>• Tertiary qualification in Information Technology or Geospatial Science with relevant experience</li> <li>• Highly developed analytical, investigative and problem solving skills to bring creative spatial solutions to departments with minimal spatial technology knowledge</li> <li>• Experience administrating spatial application software in a corporate environment</li> <li>• Demonstrated experience in SQL and undertaking spatial data analysis</li> <li>• Understanding of Land and Property Information such as Lands Titling System, Certificate of Titles, Plan types and NSW property legislation procedures and practices</li> <li>• High level of interpersonal, written and oral communication skills</li> <li>• Demonstrated supervisory experience with the ability to lead, support and motivate a team</li> <li>• Demonstrated experience in the provision of customer service to internal and external customers</li> <li>• Knowledge of current and emerging technologies, trends and developments within the spatial industry and their application to Corporate enterprise</li> <li>• Demonstrated experience in development and review of quality management systems or other business improvement systems</li> </ul>	

**Desirable:**

- Experience in the administration of the following systems: MapInfo, Intramaps and QGIS at a Corporate Level
- Experience in key Local Government applications or their equivalents including
- Technology One Corporate Information System ( Ci Anywhere, PnR, Assets and CRM)

**Main Activities/Tasks**

Council operates on the principle of existing to provide benefits for our Community, Councillors, Customers and the Council itself – we call this the 4C's. This position is required to do everything they can to identify, develop, resource, provide, support and measure benefits to the 4C's.

**Technical Responsibilities**

- Provide direction for the development of new spatial technologies and implementation of solutions across all areas of Council.
- Keep abreast of legislative changes and requirements relating to land and spatial information and Roads and Property related legislation.
- Keep abreast of latest and emerging technologies, trends and developments within the spatial industry and their application.
- Provision of technical expertise, advice, support and training to spatial staff and all Council Officers accessing the Land Information systems.
- Develop and promote the use of spatial technology as an effective business tool supporting business initiatives across Council.
- Development of new corporate mapping layers.
- Create and administer Council's asset spatial and attribute data.
- Administer Council's relational databases including writing SQL queries.
- Develop online mapping applications.
- Ensure existing spatial layers are up to date and reflect the needs of Council officers, and including but not limited to: Cadastral Boundaries (property boundaries Lot and registered plan information), Property location (issue of Rural and Urban House Numbering), Zoning Information, Aerial Photography.
- Provide centralised system management, maintenance, support and training to spatial system users.
- Coordinate the development of all corporate spatial databases, software applications, interfaces and their integration with other key corporate applications including: Technology One Corporate Information Systems (PnR, Assets, CRM, ECM) and Intramaps.
- Facilitate the publication and promotion of Open Data initiatives.

**Leadership and Communication**

- Provide leadership to the spatial team and to all Council staff seeking knowledge of spatial and land information systems, by being technically competent, visible, enthusiastic and positive in the development and presentation of related services.
- Demonstrated ability to foster an environment of teamwork and continuous improvements.
- Provide training and development opportunities for staff within budget.
- Liaise and negotiate at all levels and with a wide range of stakeholders.
- Write reports and other documentation to meet the needs of Customers and Council.

- Ability to gain cooperation and assistance in the achievement of objectives.
- Attend Seminars and User Groups related to land information and spatial technology.

### **Other Responsibilities**

- Develop and implement procedures and standards for city wide road and reserve naming.
- Process city wide road and reserve naming, involving the proposal, validation, submission to relevant authorities, advertising and Gazettal of new names for roads and reserves.
- Delivery of the Planning Certificate Process.

### **Work Health & Safety**

- Required to take reasonable care of self and others in the workplace.
- Cooperate with all health and safety policies and procedures agreed to by management and staff.
- Report any unsafe conditions that are identified.
- Not bypass or misuse systems or equipment provided for WH&S purposes.
- Must participate in WH&S training as required and contribute to the identification of hazards and assessment of risks as required.

### **Accountability and Behaviours**

- To ensure that the position holder is accountable for their behaviours in the delivery of their duties noted in the position in relation to Spatial Systems and services and other functions relating to their role.
- To conduct yourself at all times in accordance with Council's Core Organisation Values when dealing with Council, Community, Customers and Councillors (4C's).

### **Organisational Values**

- Apply and demonstrate Council's Core Organisation Values - Collaboration, Accountability, Integrity, Respect and Sustainability.