



Job description

Title	Spatial Asset Analyst
Number	3AI23A
Group	Infrastructure
Division	Asset Services
Reports to	Team Leader: Asset Information
Direct reports	N/A
Date	31/03/2022

Job holder commitment

The job holder accepts as a fundamental requirement of their employment that they must demonstrate a personal commitment to:-

- modelling organisational values at all times
- a safe and healthy work environment
- assisting Council to fulfil its Civil Defence responsibilities

At TCC we uphold the principles of Te Tiriti o Waitangi by engaging in an effective and meaningful partnership with tangata whenua. We are committed to developing our knowledge and understanding of te reo Māori, tikanga Māori, Matauranga Māori and our partnership with tangata whenua.

Job purpose

The primary purpose of this role is to create, maintain, and improve TCCs Asset Management System (AMS) and Geographic Information System (GIS) asset information and to undertake data manipulation, analysis and reporting within the corporate AMS and GIS systems.

Key outcomes

Provide an efficient Geospatial Asset Service to Customers.	<ul style="list-style-type: none">• Provide users with accurate, understandable, and timely Asset and Geospatial data, maps and reports.• Work is conducted efficiently by meeting deadlines and providing high quality customer service.• Asbuilts inbox is monitored, and jobs processed within agreed timeframes.• Metadata is captured and accurately maintained.
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	<ul style="list-style-type: none"> • Documentation is relevant, usable, and maintained to an appropriate standard. • Support Asset Managers, operational and planning staff in the management of all aspects of the ownership and operation of TCCs asset base.
The Spatial Asset Analyst Team cultivates relationships that are trusted, sustainable and effective.	<ul style="list-style-type: none"> • A professional image is conveyed in public forums. • Awareness of Geospatial Asset Systems capability grows within the organisation. • Share knowledge with colleagues in new/existing technologies.
Ensure efficient Business Support, Project, and Planning Management.	<ul style="list-style-type: none"> • Provide training and support to GIS, GPS, and Asset System users. • Jobs are managed and customers informed of progress. • Asset and Geospatial advice is relevant and valued. • Input into new developments and implementations are provided in a timely and professional manner. • Ensure projects meet objectives which deliver intended benefits.

The job description is not an exhaustive list of requirements, the job holder will be required to perform tasks assigned to them that are not explicitly described in this document.

Person specifications

Essential
<ul style="list-style-type: none"> • A tertiary degree in Geography, GIS information technology or an equivalent level of learning gained through experience. • At least 5 years' experience in GIS, Geospatial, cartography, surveying or another related field. • Ability to interpret asbuilt plans.

Here to make Tauranga better



WHANAKE TE TAI

Our values

Pono / Integrity

We do what we say we will do

Manaakitanga / Respect

We listen to all views and show we care

Whāia te tika / Service

We do the right thing for our community
and each other

Whanaungatanga / Collaboration

We work together and create connections