



# THE COUNTY OF STANISLAUS

INFORMATION TECHNOLOGY CENTRAL



Stanislaus County  
now offers an employee  
bonus worth up to  
**\$10,000 or 21  
additional days of  
leave time!\***

*\*See inside for details*

## Software Administrator III (GIS)

\$110,385 - 134,180 Annually

**Apply by January 31, 2025, at 5pm**

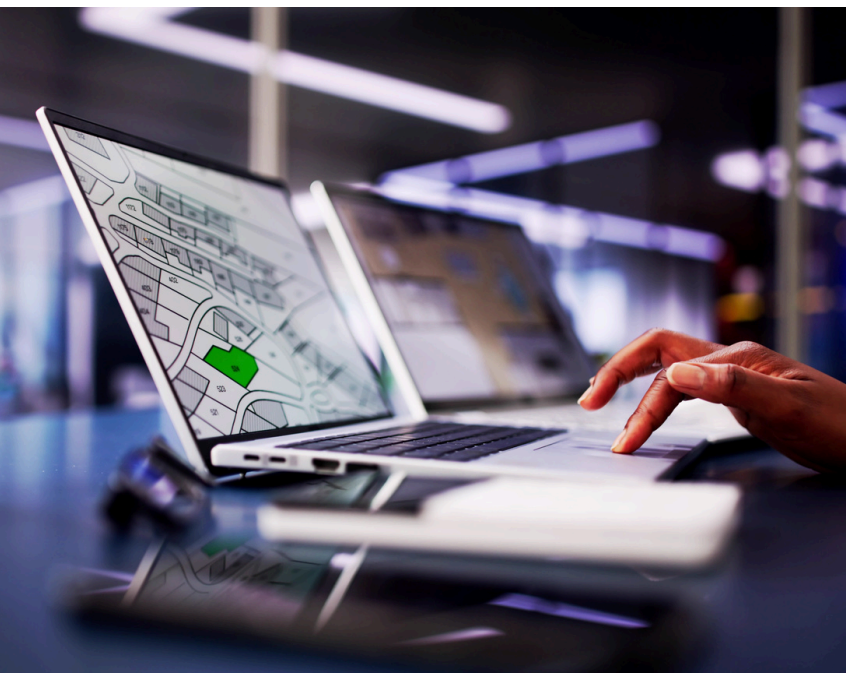
## THE POSITION

Information Technology Central (ITC) is seeking a qualified candidate to join the Geographic Information Systems (GIS) Team as a Software Administrator III (SA III). This senior-level role involves managing a variety of projects and performing software analysis and development tasks of medium to high complexity. The SA III will be primarily responsible for supporting enterprise applications at the Office of Emergency Services (OES). Key duties include administering the Everbridge emergency notification system and providing GIS support for OES, with an emphasis on emergency management planning and active emergency situations.

In addition to responsibilities at OES, the SA III will also support the County-wide "GIS Central" environment. This position demands experience in managing complex software development projects, particularly those focused on business process reengineering at both departmental and enterprise levels. Duties will include developing GIS maps and graphics for public reports and presentations, creating and archiving Sectional District Maps, updating zoning designations, maintaining department-specific GIS layers, assisting with the administration of the core GIS system, and responding to customer requests for maps and updates.

## THE IDEAL CANDIDATE

Stanislaus County Information Technology Central is looking for bright, ambitious, customer-focused professionals to join our team. IT Central is a dynamic workplace where we all strive to provide services to our customers in a responsive, progressive, and most importantly, friendly way. Candidates should be eager to apply their expertise while learning new skills and approaches, as they will be challenged to broaden their horizons, step outside their comfort zones, and function effectively in service of their team's objectives, all while communicating technical concepts clearly to customers. The ideal candidate will be optimistic, self-motivated and believe in the power of technology to have a positive impact in the community we serve. The position requires individuals with exceptional attention to detail, working closely with other Information Technology Central teams to provide high performing and reliable systems to our customers.



### *Information Technology Central*

prioritizes delivering efficient public services and infrastructure to benefit residents and businesses!

For more information on Information Technology Central, scan the QR code or visit [www.stancounty.com/itc](http://www.stancounty.com/itc)





## TYPICAL TASKS

Duties may include, but are not limited to the following:

- Serve as system administrator for the Esri ArcGIS Enterprise environments including Esri Portal, Datastore, and ArcGIS Servers;
- Understand and apply the ArcGIS Products Life Cycle. Upgrade the ArcGIS Enterprise systems to applicable or latest versions;
- Automate GIS tasks by creating scripts; complete complex analysis and create maps and other documents. Code in SQL, Python, and Arcade;
- Support the organization with any needs regarding ArcGIS software requirements and troubleshoot GIS software issues to ensure full functionality;
- Designs GIS integrated business solutions and geospatial solutions, including geodatabase design, business workflow programming, mobile and web applications and mapping;
- Work with various departments to integrate data from other systems of record to support customer requirements and advance GIS initiatives;
- Provide necessary applications, tools (i.e., GIS software) and training plans for internal users based on their roles within the County;
- Ensure all data is secured and only accessible as appropriate, in compliance with County policies and privacy laws;
- Document and manage all application user guides, work processes, server configurations, enterprise architecture settings, and GIS database connections/accounts;
- May supervise, train, and evaluate performance of staff;
- May be assigned as a Disaster Service Worker, as required;
- Provides after hours support as assigned; and
- Perform related duties as assigned.



*Apply today to join  
our team & make a  
difference in  
Stanislaus County!*

# MINIMUM QUALIFICATIONS

## EDUCATION & EXPERIENCE

### PATTERN I

- Two years as a Software Administrator II with Stanislaus County.

### PATTERN II

- Equivalent to the completion of a Bachelor's Degree from an accredited college or university with major coursework in computer science, information technology, or a related field; AND
- Two (2) years of journey experience in database administration, software administration, GIS administration or related field; supervisory experience desirable.

### PATTERN III

- Possession of an approved information systems technology certificate, or completion of an approved information systems training course or equivalent to an Associate's degree from an accredited college or university with major coursework in computer science, information technology, or a related field; AND
- Four (4) years of journey experience in database administration, software administration, GIS administration or related field; supervisory experience desirable.

## DESIRABLE QUALIFICATIONS

In addition to the minimum qualifications, applicant screening will focus on the following desirable qualifications. Please list any of these qualifications you may have within the "Duties" section of the online application.

- Four (4) years of relevant experience with Esri ArcGIS Pro and ArcGIS Online/Portal;
- One (1) year of relevant experience with ArcGIS Enterprise Server deployment and administration;
- Two (2) years of relevant experience writing Esri ArcPy scripts and Arcade for ArcGIS; AND
- At least one (1) instance of providing GIS support during an OES activation.

## CERTIFICATE:

- Depending upon assignment, demonstrated technical competency and/or certification pertaining to the information technology used by the appointing department may be required.

*Proof of education is required for verification purposes at the time of application. Applicants who are unable to submit proof, must call (209) 342-1737 to make other arrangements. Foreign education diploma requires equivalency evaluation to be attached at time of application. Failure to submit proof will result in disqualification.*

**For the full listing of Minimum Qualifications, including Knowledge, Skills and Abilities:**

Scan the QR code or click [here](#) for the link







**STANISLAUS  
COUNTY HUMAN  
RELATIONS**

Take Your Place.



# JOIN OUR TEAM and receive a bonus worth **UP TO \$10,000** or 21 additional days of leave time!\*

\*EMPLOYEE CHOICE BONUS PLAN ALLOWS ELIGIBLE EMPLOYEES TO RECEIVE A BONUS WORTH \$5,000-\$10,000 OVER THREE ANNUAL INSTALLMENTS

## YOU CHOOSE: One month's worth of

Scan the QR code with a camera app to watch the Employee Choice Bonus Plan video!



### Cash Payout

Redo that kitchen or paydown debt.

*It's all yours.*



### Leave Time

Take a little extra time off and enjoy yourself.

*You've earned it.*



### Deferred Compensation

Reduce some taxable income and receive it later.

*Why not?*



**STANISLAUS  
COUNTY HUMAN  
RELATIONS**

Take Your Place.



**clubwellness**  
myclubwellness.org

# Employee Choice Bonus Plan

## UNDERSTANDING THE DETAILS



### JOIN OUR TEAM BY JUNE 30TH, 2025 TO BE ELIGIBLE!

The following Employee Choice Bonus Plan is designed to allow eligible employees, current active full-time employees or those hired full-time on or before June 30, 2025, to choose one of the three bonus incentive options (one-time option, non-revocable) they would like to receive:



#### Option 1 BONUS CASH PAYMENT

*(Default if employee declines to make a choice)*

- One month of salary (168 hours) paid in cash over three annual installments at the highest step or top of band of the classification held by the employee at each vesting date.
- Minimum amount of each payment will be \$1,666.67 and a maximum payment of \$3,333.37 (base hourly rate of pay for the classification multiplied by 56). The amount of each payment may change depending upon an employee's individual circumstances.
- Total minimum amount received will be \$5,000.01 and maximum will be \$10,000.02 paid over three installments.
- Applicable taxes will be applied and withheld.



#### Option 2 BONUS LEAVE TIME

- 168 hours of bonus leave time allocated within three annual installments.
- Bonus Leave Time would be administered in the same capacity as standard vacation including compensation rate, request and approval, and reporting expectations.
- Bonus Leave Time will have no cash value and cannot be cashed out at resignation, termination, or retirement.
- Must use the bonus leave time prior to the expiration date, as there is no carry over after the bonus leave time expires.



#### Option 3 BONUS DEFERRED COMPENSATION CONTRIBUTION

- One month of salary (168 hours) paid over three annual installments into the employee's Nationwide Deferred Compensation account at the highest step or top of band of classification held by the employee at each vesting date.
- Minimum amount of each payment will be \$1,666.67 and a maximum payment of \$3,333.37 (base hourly rate of pay for the classification multiplied by 56). The amount of each payment may change depending upon an employee's individual circumstances.
- Total minimum amount received will be \$5,000.01 and maximum will be \$10,000.02 paid over three installments.
- Applicable taxes will be applied and withheld.

### Eligibility for Employee Choice Bonus Plan



- Must be an active full-time employee on each vesting date and during the pay period of the payment date to receive each payment.
- Full-time employees on an unprotected unpaid leave on the vesting date are ineligible for that specific payment.
- Employees that separate from full-time service prior to a vesting date will no longer be eligible for that specific payment.
- Employees that receive one or two payments, separate from full-time service and then return to full-time service are excluded from eligibility to receive further payments of any kind.
- Employees that leave full-time service prior to receiving any payments, and then return to full-time service on or before June 30, 2025, are eligible to receive future payments in accordance with their new hire date.



## COMPENSATION & BENEFITS

Approximate Annual Base Salary:

**\$110,385-\$134,180**

### **Annually**

The County of Stanislaus provides a competitive and comprehensive benefits package for regular full-time County employees including:

- Excellent retirement benefits
- Medical, dental, vision, and basic term life insurance plans
- 96 hours of sick leave annually
- 12 paid holidays annually
- Disability protection
- Optional participation in Flexible Spending Account programs
- Optional Supplemental Life & AD&D insurance plans
- Employee Assistance Program

*Details available upon request.*

## RECRUITMENT INCENTIVES:

### **Employee Choice Bonus Plan:**

Stanislaus County now offers an employee bonus worth up to \$10,000 or 21 additional days of leave time! Visit [stanjobs.org](http://stanjobs.org) for details.

### **Career Ladders:**

We offer valuable tools to help plan your career with Stanislaus County. Find ways to grow and develop within the organization— from Accounting to Public Safety to IT.

### **Learning Institute:**

Whether you're a new employee or looking to acquire new skills, our Learning Institute offers a chance to take on new challenges and ways to consistently hone and improve skills.

## WELLNESS BENEFITS

**The Mission of Club Wellness is to facilitate and encourage the "good health" of the county workforce.**

"Good health" is a state of complete physical, social and mental well-being, and not merely the absence of disease or infirmity; health is a resource for everyday life, not the object of living, and is a positive concept emphasizing social and personal resources as well as physical capabilities. The program seeks to increase awareness and knowledge of all employee benefits, nurture a team spirit and positive health behaviors, to motivate employees to adopt healthier habits and to provide opportunities and a supportive environment to create positive lifestyle changes.



## **CLASSIFICATION INFORMATION**

Unless otherwise provided, this position is part of the Classified Service of the County and is assigned to the Technical Services bargaining unit for labor relations purposes.

Individuals who are in a full-time classification position are required to serve a twelve-month probationary period, which may be extended an additional six months, for a total of eighteen months.

This position is subject to overtime, standby, weekend, holiday, shift, and callback assignments as identified in the MOU (Memorandum of Understanding).

## **APPLICATION PROCEDURES/FINAL FILING DATE: Apply by January 31, 2025**

Oral Examinations are tentatively scheduled for the week of February 17, 2025.

Make your online application as complete as possible so a full and realistic appraisal may be made of your qualifications.

### **Resumes will not be accepted in lieu of a completed application.**

Attaching your resume and cover letter are an optional feature for those who wish to do so in addition to completing the required application. Information on your resume and cover letter will not substitute for the education, work experience and required fields on the County application. The online County application is the primary tool used to evaluate your job qualifications.

## **RECRUITMENT ACCOMMODATIONS**

Arrangements may be made to accommodate disabilities and religious convictions. Applicants requiring testing accommodations are required to complete and submit the Testing Accommodations Request Form prior to the test administration date. Special arrangements for religious convictions should be included in the "Additional Information" section of the application form.

## **GENERAL QUALIFICATIONS**

- Pass County-paid pre-employment job-related background investigation.
- Perform job duties in a manner assuring a safe working environment for oneself and others.
- Maintain confidential information according to the legal standards and/or County regulations as required.

## **APPLICATION AND/OR EXAMINATION APPEAL RIGHTS**

Application and/or examination results may be appealed by applicants presenting facts alleging irregularity, fraud and/or error in application screening or in exam scoring. Appeals must be in writing and submitted to the Chief Executive Officer within seven (7) days after the examination results are mailed.

## **DISCLAIMER**

Stanislaus County reserves the right to revise the examination plan described in this flyer to better meet the needs of County service. The provisions of this bulletin do not constitute an express or implied contract. Any provision contained in this bulletin may be modified or revoked without notice. The information contained in the bulletin is information which sets forth a general summary of benefits for this respective position. This information is not legally binding. The benefits and other information regarding this position may be found in the Stanislaus County Code, the Stanislaus County Personnel Policies manual, or in the applicable Memorandum of Understanding(s), and such information prevails over information contained in this flyer. Questions regarding this bulletin may be directed to the Stanislaus County Chief Executive Office/Human Relations.