MAPPING & DATA OFFICER

Position Level: L4   Location: Perth   Effective Date: July 2024

Responsibilities

The Mapping & Data Officer is responsible for supporting Pilbara Ports' enterprise spatial systems and providing mapping and data support to the Mapping, Data and Tenure team.

Reporting

The Mapping & Data Officer reports to the Mapping & Data Superintendent.

Accountabilities

Result Area	Major Activities
1. **Safety and People:**	• Further a safe, inclusive, and collaborative workplace, that supports the mental health and wellbeing of self, and others. • Identify actions and changes that lead to Pilbara Ports continually improving its safe work environment; both physically and psychologically.
2. **Integrated Management Systems:**	• Develop and oversee the systems that ensure Pilbara Ports complies with all applicable codes, as well as its legal and statutory requirements. • Comply with and demonstrate a positive commitment to organisational processes and ISO Management Systems including Quality, Environment, Safety and Information Security.
3. **Enterprise Systems and Data Management:**	• Undertake activities that support the management and development of ArcGIS Enterprise as well as other enterprise systems such as VertiGIS Studio and FME. • Assist the Enterprise GIS team scope and build new applications and data services. • Support the management of SDE Enterprise Geodatabase including day to day maintenance. • Support the management of PPA's spatial data portal including daily maintenance.
4. **Mapping Services:**	• Provide mapping services for use in publications, reports, meetings and technical papers, across Pilbara Ports as required. • Produce specialised cartographic representations of complex projects and issues to support a diverse range of business decision making. • Provide spatial services for port development including support for master plans, land use plans and development and construction applications.
5. **Data Management:**	• Maintain spatial corporate data sets in project and enterprise GIS databases. • Engage with stakeholders to identify, source and acquire relevant data.

	• Provide quality assurance to data and map users, by establishing validity, integrity and currency of the data presented.
	• Interpret source documents, such as engineering plans and designs, plot maps, legal descriptions and convert into digital spatial data to Pilbara Ports' standards.
	• Ensure documentation is appropriately recorded and collated in a central location.
6. **Other Duties:**	• Other work as requested by the Mapping & Data Superintendent.

Selection Criteria

Qualifications:

Tertiary qualifications in GIS or related field such as Environment or Engineering, or equivalent professional experience.

Personal Attributes:

- Exhibit behaviours that align with Pilbara Ports' values of Safety, Excellence, Teamwork, Integrity, and Care.
- Demonstrated commitment to an inclusive work culture that encourages diversity.
- A team player who can relate across a multidisciplinary organisation including maintenance, operations, development and commercial.
- Embraces challenges, specifically in obtaining data and information from a diverse range of sources.

Work Related Requirements:

- Understanding of data management and governance principles and experience in working in a data-centric environment
- Experience administering ESRI Enterprise solutions (SDE ArcGIS Server, Portal etc) and VertiGIS and FME.
- Demonstrated experience creating mapping products using cartographic principles including the use of ESRI software and other desktop applications such as AutoCAD and Global Mapperfor data management.
- Eagerness to explore new ways of using spatial technology and data to provide business solutions (e.g. mobile mapping, reality modelling, 3D visualisation, drone data modelling).
- Excellent interpersonal skills, with the ability to build productive working relationships across diverse teams.

Sound computing skills, as well as the ability to gain a Maritime Security Identification Card, and WA Driver's License are prerequisites for positions with Pilbara Ports.