

Job Summary

Disaster Risk Management Unit of Philippine School of Business Administration-Manila is looking for a GIS Specialist. This position will develop processes to integrate GIS datasets in any projects of DRM Unit.

This position requires extensive knowledge and ability to perform a diverse array of complex GIS related work. This position requires an employee to be flexible, be able to multitask, think intuitively, improve time management and project management skills, and possess troubleshooting ability.

Essential Job Functions

- Perform complex spatial analysis and database queries; design, create and maintain geodatabase, develop and maintain data layers and spatial data structures using GIS tools and relational databases, and convert data into alternative formats.
- Analyze data to design and prepare a variety of maps, illustrations and other graphic representations that display layers representing spatial data.
- Analyze user requirements and recommend or develop solutions using appropriate GIS software and tools; research developing technologies and software and recommend applicability to the department's GIS needs; research and provide technical information on GIS data elements; provide feedback to GIS software vendors, consultants or information system staff; assist in data migration and implementation of GIS and other automated mapping systems.
- Use various programming languages to modify existing software in order to increase functionality, automate processes or build analysis tools; write and maintain scripts, debug application flow and design, document and test software modifications; translate geographic and demographic data into formulas for data entry; develop and maintain web pages.
- Manage GIS projects; consult with internal staff and department managers to assess scope of requests; estimate time and resources needed to complete GIS services; research and evaluate available data and propose method to be used.
- Provide technical support on GIS software; serve as a technical resource for other staff on difficult GIS databases and application issues; provide training and ongoing education to work groups using GIS applications and mapping; participate in work and advisory groups to coordinate data use with partners', linkages and any external agencies.
- Perform other duties as assigned by Associate Dean/ DRM Unit Director.

Minimum Qualifications

- The candidate must have Bachelor's degree in Geography, Planning, Engineering, Business Administration, Computer/ Information Technology, or related course of study.
- Preference will be given to the candidate with Master Degree or equivalent in Business Administration/Public Administration, Geography, Planning, Civil Engineering, Earth Sciences.
- At least 3 years of professional experience in the field of vulnerability assessment, especially design, execution and management of Hazard Vulnerability and Risk Assessment projects.
- Previous experience in exposure vulnerability assessment and MHVRA Projects (National or International).
- The candidate must have demonstrated knowledge of GIS/Remote Sensing and advance modeling tools like CAPRA, LESSLOSS, OPENQUAKE or AHP based Exposure/Vulnerability Assessment etc.
- Experience of working as technical team lead also familiar to work in complex and inter-disciplinary research projects and large teams.

Salary and other benefits: Negotiable

To apply for this position please send your application letter, full CV and the details of 2 professional references to the DRM Unit Director: tabassamr@psba.edu