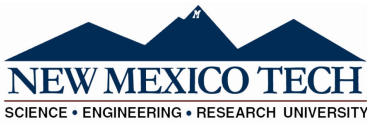


**Posted:** July 8, 2024



## POSITION ANNOUNCEMENT

**TITLE:** GIS CARTOGRAPHER/ILLUSTRATOR

**DEPT:** BUREAU OF GEOLOGY

**REG**

**TEMP**

**FULL TIME**

**PART TIME**

**STARTING RATE or SALARY RANGE** \$40,000-\$45,000

Employees being promoted to a higher classified position receive the minimum for the position or a pay rate adjustment of 8% whichever is greater.

**All regular positions also entitle the employee to several benefits including health, dental, vision, life insurance, and retirement which is largely paid by New Mexico Tech for the employee and dependents.**

**INTERNAL POSTING THROUGH:** July 16, 2024\*

CONSIDERATION WILL BE GIVEN FIRST TO TEMPORARY AND REGULAR TECH EMPLOYEES WHO APPLY WITHIN THE 7 DAY INTERNAL POSTING. APPLICATIONS RECEIVED AFTER THE 7 DAY POSTING MARGIN WILL BE CONSIDERED WITH OTHER OUTSIDE APPLICANTS.

### JOB SUMMARY:

The position requires the initiative for self-directed technical support of the New Mexico Geologic Mapping Program or the Publications Program. This position also requires collaboration within a team, and various members of the bureau staff and external authors. The position requires excellent communication skills. Duties may include (but are not limited to): utilizing GIS software (ArcPro desired), designer software Adobe CC (Illustrator/Photoshop required, InDesign desired), use of internet technology, use of database software, and providing technical/presentation support for bureau staff. The desired applicant would have complete knowledge of the steps and processes involved in producing cartography and graphics, and the ability to problem-solve complex geoscience visualizations as well as basic technical editing. The position is supported by soft-money contracts, and this position is contingent on continued contract awards.

### JOBS FUNCTIONS:

Production of digital and print geologic maps and derivative products in ArcGIS and Illustrator. 70%  
Assist in maintain geologic map databases, tracking tables, and archiving related to the Geologic Mapping or Publication programs. 10%  
Geologic Mapping or Publication programs technical support. 10%  
Map Digitization and Cartography in ArcGIS. 10%

### REQUIRED QUALIFICATIONS:

Bachelor's Degree in Geology/Earth Science, or Geography w/GIS focus with geologic aptitude. Knowledge generally associated with a bachelor's degree in Geology (or related science field), and/or associates degree in Computer Science or GIS or Graphic Arts with geology experience. Ability to learn new hardware or software quickly. Ability to develop layouts, production skills, and basic technical editing. Knowledge of basic software including word processing, database, spreadsheet, and presentation software.

### DESIRED QUALIFICATIONS:

Master's Degree in Geology/Earth Science, or Geography w/GIS focus with geologic aptitude. Knowledge of ArcPro and Adobe Illustrator and Photoshop (InDesign desired).

### LIFTING REQUIREMENTS:

(f)requently, (o)ccasionally, or (s)eldom

0 - 15 pounds	F
15 - 30 pounds	F
30 - 50 pounds	S

50 - 100 pounds	
100 + pounds	

**PHYSICAL DEMANDS:**

Standing 10%	Sitting 60%	Walking 10%	Pulling
Pushing	Lifting 10%	Stooping 5%	Kneeling 5%
Crawling	Climbing	Reaching	Other

Apply to: [nmtjobapps@npe.nmt.edu](mailto:nmtjobapps@npe.nmt.edu)