

NATURAL RESOURCES CARTOGRAPHER

DESCRIPTION: Under general supervision will prepare, process and convert USGS contour maps into digital elevation models. May also plot maps, plans, cross-sections and other mapping information on PC using CAD software, and develops methods for importing/exporting files as needed. Can perform final checks of computer files produced by others; performs related work as required.

EXAMPLES OF WORK: (A position may not be assigned all the duties listed, nor do the listed examples include all the duties that may be assigned.)

Scans, processes, and converts hard copy USGS contour maps into digital elevation models using high resolution scanner and various network based UNIX software programs.

Prepares maps and computer files for production of digital elevations models and perform final checks of files.

Plots and prints maps, plans, cross-sections, charts and symbols with CAD software on PC.

Develops methods and converts computer files for import-export and printing.

Prepares requested charts, figures and various written materials using PC.

Manages and maintains the agency cartography library.

Checks digital elevation models produced by other employees to ensure contour maps accurately represent the actual topography of the area.

FULL PERFORMANCE KNOWLEDGES, ABILITIES, AND SKILLS REQUIRED: (These may be acquired on the job and are needed to perform the work assigned.)

Knowledge of: cartography/mapping, graphics, general computer knowledge, some knowledge of hydrology and water resources.

Ability to: use a number of computer software packages, including LT4X, AutoCad, ArcInfo, Paintshop Pro, Access, Word and Publisher. Use scanning and printing/plotting equipment. Use Microsoft Publisher or other report layout software. Draft maps/interpret map features.

ENTRY KNOWLEDGES, ABILITIES, AND SKILLS REQUIRED: (Applicants will be screened for possession of these through written, oral, performance, and/or other evaluations.)

Knowledge of: cartography/mapping, graphics, general computer knowledge.

Ability to: use one or more computer graphics packages, use scanning and printing/plotting equipment. Draft maps/interpret map features.

Skill in: drafting.

M56170 - NATURAL RESOURCES CARTOGRAPHER (continued)

JOB PREPARATION GUIDELINES: (Entry knowledge, abilities, and/or skills may be acquired through, BUT ARE NOT LIMITED TO, the following coursework/training and/or experience.)

Any combination of training and/or experience that will enable the incumbent to possess the required knowledge, abilities, and skills. A general qualification guideline for positions in this class is high school education or equivalent AND education or experience in civil drafting and/or design.