
Position: GIS Specialist**Type:** Full Time**Location:** Kingston, NY**Date Added:** March 14, 2023

Position Summary

The GIS Specialist will work closely with our Plant (OSP/ISP) Engineering team in development and documentation of Archtop's 100% fiber optic plant and related physical network. This position will work closely with the Manager OSP Engineering & GIS and GIS Administrator to establish and maintain Archtop's plant inventory data and GIS platform. The GIS Specialist will be responsible for applying modern GIS methods to Archtop's fast-growing network and customer base. In addition, this position will support plant network planning, market analysis, and reporting efforts.

Responsibilities

- Participate in the configuration of Archtop's fiber management and GIS mapping system and be a subject matter expert for support on these and related systems.
- Produce CAD prints for permitting and construction purposes.
- Work collaboratively with OSP engineers, Construction, Project Management, outside A&E partners, vendors, municipalities, and various levels of management.
- Manage permitting processes, submittals, and tracking.
- Support process automation where possible using scripting, programming, etc.
- Provide support for physical network planning and network deployment strategies.
- Be a continuous subject matter expert. Expected to be a go-to resource.
- Complete assorted required government filings such as but not limited to FCC Form 477, FCC BDC and USAC Hubb.
- Act as an ambassador and promoter of Archtop Fiber and Archtop's products. Ensure positive Company image by working closely with trusted partners, external customers, community leaders, and regulatory groups.
- Other related tasks as assigned.

Qualifications

- "Can do" attitude and a desire to help others. Must foster a team environment approach and be willing to participate at all levels.
- 2+ years of experience in GIS and physical inventory data management supporting communications, utilities, gas & oil, government, or other large-scale environment. Experience in a communications/internet service provider environment with construction is a plus.

- Experience with Vetro and Render is preferred but not required.
- Four-year technical degree from an accredited college or university. Specialized 2-year or associate degree and/or equivalent professional experience also considered.
- Knowledge of easements, rights-of-way, permitting, and other requirements associated with the use of public and private property is a plus.
- Thorough knowledge of other utilities and related utilities infrastructure.
- Working knowledge of OSP and ISP engineering practices, including FTTx and PON designs (both centralized and distributed splits) and splicing architectures is preferred but not required.
- Must have strong communications skills – verbal and written.
- Demonstrated ability to thrive in a team environment. This includes the willingness and desire to share information, work collaboratively, and help others – both inside and outside of the Engineering & Technology group.

Compensation and Benefits

Competitive salary and benefits package

How to Apply (For Internal Applicants)

Interested applicants must submit a resume and cover letter (detailing how they meet our requirements and how this position aligns with their career goals) via email to career@archtopfiber.com.