

Notice of Vacancy

Date Posted:	June 6, 2026
Title of Position:	GIS Specialist II
Number of Vacancies:	One (1) Provisional Appointment
Salary Range:	\$72,313 - \$88,816
Location:	City Hall (Engineering)
Shift:	7:30am – 3:30pm
Employment Type:	Full Time
Benefits:	Full Benefits, Outlined Below

Distinguishing Features of the Class:

This is a technical position responsible for project management, implementation, development, maintenance, and support of the City of Buffalo's Geographic Information System (GIS), applications, related projects and mapping needs. The incumbent provides direct technical and project supervision for GIS Specialist I and programming staff assigned to his/her team. Incumbents work closely with other IT staff to resolve technical problems and reports to the Chief Information Officer or a designee.

Typical Work Activities:

Supports all Geographic Information System (GIS) and Global Positioning System (GPS) based applications for the City of Buffalo.

- maintains GIS servers and related software.
- maintains GIS component of the City's website.

Maintains and supports server and client side mapping software such as ESRI and other GIS based software;
Manages and administers all GIS servers including all application and database servers;
Develops, prepares and prints maps for city departments;
Develops geoprocesses to automate synchronization between GIS databases and layers; Maintains the City's geo-spatial data layers and related databases;
Provide user support for all GIS applications;
Performs project management tasks for related IT projects;
Designs GIS related computer programs for an assigned project;
-Develops code using programming languages/tools such as VISUAL BASIC, MS ACCESS, SQL, etc;
Documents internal logic of programs using flow charts, decision tables and other means;
Test and debugs GIS related programs;
Trains users in usage of GIS related programs;
Performs related duties as required.

FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS

Thorough knowledge of ESRI ArcGIS software suite;
Strong background of ArcGIS and ArcGIS server in an IT environment;
Good knowledge of Microsoft SQL server;
Good knowledge of programming;

Working knowledge of Visual Basics, Java, Python and HTML;
Working knowledge of Microsoft Office Suite i.e. Access, Word, Excel, Outlook, PowerPoint, MS Project, etc.);
Ability to identify errors and problem solve;
Ability to understand and interpret written instructions and directions;
Ability to prepared written material;
Ability to effectively communicate both orally and in writing;
Ability to rapidly develop and produce paper and electronic maps;
Physical condition commensurate with the duties of the position.

MINIMUM QUALIFICATIONS:

PROMOTIONAL

Continuous and permanent status in the Department of Management of Information Systems as a GIS Specialist for one year.

OPEN COMPETITIVE

1. Bachelor's Degree from an accredited college or university in **Geographic Information Systems (GIS)** or a closely related field and three years of full-time experience managing and supporting Geographic Information System (GIS) systems;

OR

1. Bachelor's Degree from an accredited college or university in **Computer Science, Computer Systems Management, Information Systems Management** or a closely related field and five years of full-time experience managing and supporting Geographic Information System (GIS) systems;

OR

1. Associate's Degree from an accredited college or university in **Geographic Information Systems (GIS)** or a closely related field and eight years of full-time experience in managing and supporting a Geographic Information System (GIS).

OR

1. An equivalent combination within the limits of A and B and C.

Note: Verifiable part-time experience will be pro-rated to meet full-time experience requirements. Proof of education must be presented at time of appointment.

Additional Requirement:

All employees of the Buffalo Sewer Authority must be able to prove continued residency within the City of Buffalo for the duration of their employment. Initial residency waivers may be available for hard-to-fill positions to allow candidates time to establish residency within the City of Buffalo.

Why the Buffalo Sewer Authority is a Great Place to Work:

Working at the Buffalo Sewer Authority is more than just a job, it is your path to a career. Most all positions at the BSA promote into other positions, providing you with a career path for advancement and growth.

The Buffalo Sewer Authority also provides an exceptional, second-to-none, benefits package to meet the diverse and changing needs of our employees, which includes:

- Generous family healthcare at little or no cost to you, including:
 - Medical, Vision and Dental Coverages
- Life Insurance (basic and supplemental)
- Tuition reimbursement for continuing certifications, licensures and college courses
- Membership into the New York State retirement and pension system
- 457b – New York State Deferred Compensation Plan
- Substantial leave time, including:
 - Vacation, personal leave and sick leave days
- 14 paid holidays annually
- Employee Assistance Program for employees and family members

How to Apply:

All applicants must apply in writing for the above position and specifically detail all experience and qualifications related to the position. The resume/letter of interest is to be submitted to:

Crystalee Lozada, Human Resources
Buffalo Sewer Authority
1038 City Hall
Buffalo, NY 14202

Or via email to: BSA_HR@buffalosewer.org

RESUMES AND/OR LETTERS OF INTEREST MUST BE RECEIVED BEFORE THE CLOSE OF BUSINESS ON June 15, 2026.

****Employment with Buffalo Sewer will adhere to the rules and regulations of New York State Civil Service Law. ****

cc: CSEA Local 815