

Title Technology & Lands Specialist

Location Wausau, WI

Position Type Hourly

Schedule Type Full-Time

Details Wisconsin Valley Improvement Company has a rewarding opportunity to work out of our headquarters located in Wausau, Wisconsin. Wisconsin Valley Improvement Company is a private corporation licensed by the Federal Energy Regulatory Commission to operate 21 storage reservoirs located throughout northern and central Wisconsin. This position provides professional and technical assistance related to the operation and maintenance of all computer systems and programs, company website, hydrologic instrumentation, and dam operational equipment. This position plays a cross functional role in assisting with the company's land management responsibilities including use license agreement program, GIS mapping and land use policy initiatives.

Wisconsin Valley Improvement Company offers excellent benefits at competitive pay.

Job

Responsibilities

- Responsible for the day-to-day operation of all computer systems:
 - Monitor systems operations
 - Shut down and restart systems
 - Back up files
- Responsible for the operation of all hydrologic and dam operational equipment:
 - Monitor equipment operation
 - Observe and respond to hardware problems
 - Calibrate and test equipment
- Act as WVIC's representative assisting the developer and maintainer of the Supervisory Control and Data Acquisition (SCADA) system.
- Understand reservoir system operation and assist with weekend river duty data acquisition.
- Prepare weekly reservoir reports and publish on website.
- Provide additional website content with a content management system.
- Maintain and edit engineering drawings and maps with Autodesk (AutoCAD).
- Develop and manage GIS geodatabases and datasets:
 - Prepare digital maps and assist with GIS map creation and software-related problems.
 - Manage, edit, and organize spatial/attribute data using GIS software.
 - Provide training and technical support to assist staff with GIS map creation and software-related problems.
 - Assist with collection of field data using Trimble GPS/Software and oversee post-field data management and storage.
- Assist with implementation of WVIC's use license agreement program and land use policy:
 - Prepare use license agreements for recording at the register of deeds and assist adjacent landowners with agreement inquiries.
 - Perform field inspections and monitor encroachments or non-project use of project lands.
 - Use survey techniques to determine property lines.
 - Assist with enforcing WVIC's land use policy, investigate violations, and present recommendations to management staff.
 - Establish and maintain effective working relationships with state and county agencies, contractors, surveyors, and adjacent landowners.
- Maintain and update WVIC's lands Access database:
 - Maintain accurate land records, legal descriptions, easements and use license agreements in WVIC's lands database.
 - Enter, edit and provide quality assurance review of new land record entries into database.
 - Research and review survey maps, plats, deed descriptions and other property boundary documents.
- Provide field assistance for a variety of land and water related projects as may be required.
- All other duties as assigned.

**Job
Qualifications**

- Bachelor's or Associate Degree in Geography, GIS, Electromechanical Technology, Engineering Technology, Natural Resource Management, or related fields or have equivalent work experience.
- Good mechanical, electronic, and mathematical aptitude.
- Preferred experience in the following computer applications: ArcGIS Platform, Autodesk (AutoCAD), Access & Excel, and Supervisory Control and Data Acquisition (SCADA).
- Willingness to learn and utilize emerging technologies and software systems to assist with environmental and operational needs.
- Experience creating and interpreting maps, legal descriptions, easements and agreements.
- Must be able to perform outdoor duties in all types of weather.
- Ability to work with, supervise, and teach other computer users.
- Willingness to work other than scheduled hours when problems arise.

*NOTE: All candidates selected for employment with Wisconsin Valley Improvement Company will be required to successfully complete a drug screen and background check.

We are committed to providing an inclusive work environment for all and are proud to be an Equal Opportunity Employer.

Disclaimer: The above information on this description has been designed to indicate the general nature and level of work performed by employees within this classification. It is not designed to contain or be interpreted as a comprehensive inventory of all duties, responsibilities and qualifications required of employees assigned to this job.

To apply, send cover letter and resume by July 22, 2016 to:

Wisconsin Valley Improvement Company
2301 N. Third St.
Wausau WI, 54403
or
Designated email employment@wvic.com