

MISSION NOTICE

USAID Nairobi Complex

NOTICE NO: 14 – 35

DATE: March 25, 2014

SUBJECT: EMPLOYMENT OPPORTUNITY – VACANCY FOR GEOSPATIAL INFORMATION SYSTEMS (GIS) APPLICATIONS DEVELOPER, EXECUTIVE OFFICE/GIS SECTION, USAID/KENYA

OPENING DATE: Immediately (Subject to Availability of Funds)

CLOSING DATE: April 8, 2014

TITLE: Geospatial Information Systems (GIS) Applications Developer

OFFICE: Executive Office/GIS Section

GRADE: FSN - (PSC) – 1805-09

WHO MAY APPLY: Qualified Kenyan citizens. Employees currently on probation are ineligible to apply.

BACKGROUND

The Geospatial Information Systems Facility Office is located within the Executive Office (EXO) at USAID in Nairobi. It is responsible for providing Geospatial technical support and training to all offices at the Nairobi Mission.

The incumbent will be supervised by the GIS Facility Manager in EXO, or his/her designee, who provides overall objectives, guidance and reviews performance of assignments. The GIS Applications Developer will exercise some level of independence in the delivery of assignments, but determine those situations that must be coordinated with the supervisor and or/EXO.

BASIC FUNCTION OF THE POSITION

The GIS Applications Developer will be responsible for the development of Geographic Information Systems (GIS) Web-server and Mobile-based applications; Geo-database management and preparation of maps.

He/she will develop GIS and Mobile applications on request; and will be responsible for deploying these applications on the Mission Webservers. He/ She will be required to ensure that the applications are error-free, user-friendly, and experience minimal downtime. He/she will also be responsible for developing Application Programming Interfaces (API's) that connect GIS applications to the Mission Management Information Systems.

The incumbent will support the GIS Analyst in maintaining existing Geo-databases within USAID; and support the GIS Analyst in coding and preparing data. He/ She will also support data quality assessment processes and ensure that datasets are well documented clearly indicating the data access protocols, source, use and constraints of the dataset. This documentation will be based on the ISO 19139 Metadata Implementation Specification.

The incumbent will also support the GIS Analyst in the preparation, publication and dissemination of maps via the intranet. He/ She will also be responsible for supporting the development of the GIS Facility intranet that will be used for Map dissemination and Web mapping application deployment.

MAJOR DUTIES AND RESPONSIBILITIES

Web Mapping Application Development (30%)

The GIS Applications Developer will work in close collaboration with the GIS Analyst and support the Analyst in the development and deployment of GIS applications that support dissemination of data and results to technical offices. The Incumbent will be responsible for building APIs that continuously update the data in the applications based on updates that are made in the Missions Management Information Systems. He/she will also extensively support the development and maintenance of the GIS Facility's Intranet.

The Developer will maintain full documentation of all applications created by the GIS Facility. In collaboration with Information Systems Division (ISD) staff, the incumbent will support the GIS Analyst in ensuring that all applications remain stable and accessible. He/she will also ensure that these applications adhere to all information systems security protocols as defined by the ISD.

Mobile Applications (30%)

The GIS Applications Developer will also be responsible for the development of mobile mapping applications at the request of technical offices. These applications will facilitate the collection of GPS coordinates and other indicator data. The Developer will advise the technical offices and ISD on the capabilities of the applications, their requirements and constraints.

He/she will also support the technical offices in the testing and roll-out of applications, as advised by the GIS Facility Manager. The Developer will liaise with the ISD staff to ensure that the applications adhere to all USAID information systems deployment and security guidelines outlined in the Automated Directives System (ADS).

Geospatial Analysis and Cartography (20%)

The Developer will work in close collaboration with the GIS Analyst/Developer in the creation of pre-planned map outputs for technical sectors. He/she will generate custom map products on demand from technical staff and Mission Management using existing geospatial databases and data layers.

He/she will ensure that all outputs and publications from the GIS office contain up-to-date data, are clearly branded, data sources attributed and cartographic standards as advised are adhered to.

Database Management and Information Coordination (10%)

The Applications Developer will work with the GIS Analyst in ensuring that all databases, e.g., project activities, project presence, and base data holdings, are regularly updated. He/she will notify the GIS Facility Manager if issues arise that risk the veracity of data to be made publicly available.

Documentation (5%)

The Applications Developer will be responsible for recording all technical support requests for customized map and application products. He/she will also be responsible for documenting the Geo-databases and applications that are developed. Using appropriate tools he/she will ensure that this documentation is up-to-date and available on request.

Geospatial Training (5%)

The incumbent will support the training agenda as described in the annual work plan and assist the GIS Facility Manager conduct GIS training events within the Mission to raise technical ability and awareness among staff.

REQUIRED QUALIFICATIONS

Any application that does not meet the minimum requirements stated below will not be evaluated. Only short listed applicants will be contacted. If you have not been contacted within one month from the closing date of this advertisement, please consider your application unsuccessful.

- a. **Education:** A Bachelor's degree in GIS, Geomatic/Geospatial/Survey Engineering, Geography or Computer Sciences is required.
- b. **Prior Work Experience (40%):** Minimum three years' hands-on experience in Web mapping application development in a production environment is required. Hands-on experience in providing GIS data and solutions, relational databases, and development of Web applications is required. Prior work experience in deploying mobile field data collection platforms is required. Prior experience in data and application quality control as well as implementing documentation standards is required. Prior experience in website development is required. Experience in working collaboratively in development team environments is also required.
- c. **Post Entry Training:** General training on USAID structures and procedures.
- d. **Language Proficiency:** Level IV (Fluent) English language and Level III (Working Knowledge) Swahili language are required.
- e. **Job Knowledge (30%):** Well-versed in website development, web application development, relational database management and mobile field data collection application deployment.
- f. **Skills and Abilities (30%):** The GIS Applications Developer should possess the following skills:
 - Computer programming expertise preferably with multiple platforms and languages. Proficiency with HTML, CSS and a combination of web-based application development languages such as Java, C/C++, C#, Adobe Flex/Flash, JavaScript, XML, .NET, and/or PHP and associated integrated development environments.
 - Developing mobile applications and their associated platforms.
 - Extensive experience in the development of web based applications using ESRI ArcGIS Server and other platforms.
 - Proficiency using map tiling components to build interactive online maps such as the Google Maps API, OpenLayers, OpenStreetMap;
 - Good working knowledge of ArcGIS Desktop user tools and ability to customize commands and the user interface. Plus knowledge of APIs and techniques currently supported by ESRI.

POSITION ELEMENTS

- a. Supervision Received:** Reports directly to the GIS Facility Manager, EXO USAID/Kenya under supervision, but should be able to demonstrate initiative when providing deliverables under tight time constraints. Works in close collaboration with the GIS Analyst/Developer to provide timely GIS products.
- b. Supervision Exercised:** None
- c. Available Guidelines:** Key guidelines include:
- The USAID Automated Directives System (ADS)
 - Mission Orders
 - Established Agency administrative procedures and regulations
 - Additional guidelines to be provided by the EXO and GIS Facility Manager
- d. Exercise of Judgment:** None
- e. Authority to Make Commitments:** None
- f. Nature, Level, and Purpose of Contacts:** Strategic Objective or Sector staff in the Mission. The nature of contact will be for purposes of service provision.
- g. Time Expected to Reach Full Performance Level:** Twelve months

NOTE

Current USG employees must meet the "time-in-grade" requirement of 52 weeks in the previous lower grade to qualify for the position at the level in this vacancy announcement or be at the same grade for which the position is being recruited.

HOW TO APPLY

- Step 1:** Register in *MyJobsInKenya* at www.myjobsinkenya.com
- Step 2:** Complete the job application questionnaire at www.myjobsinkenya.com/usaid. The applicant must answer all the questions in the Questionnaire and attach curriculum vitae/resume (*no more than five pages*).
- Step 3:** Internal Applicants/Current USG Employees: Attach a memo explaining your qualifications for the position, a copy of your most recent Performance Evaluation Report, and copies of all relevant certificates to nairobihr@usaid.gov. **Scan and send all your attachments as one document. The Notice No. (on the top left-hand side of the vacancy announcement) and your name as it appears on your online application MUST be included in your e-mail subject line.**

OR

External Applicants/Not Current USG Employees: Attach a letter explaining your qualifications for the position and copies of all relevant certificates to nairobihr@usaid.gov.

Scan and send all your attachments as one document. The Notice No. (on the top left-hand side of the vacancy announcement) and your name as it appears on your online application MUST be included in your e-mail subject line.

Note: All applications MUST be submitted online at www.myjobsinkenya.com/usaaid. Incomplete application packages will not be considered. The closing date for receipt of applications is **Tuesday, April 8, 2014 at 4:30pm East Africa Time.**

EXO: _____
25 MAR 2014

Walter Hanser
Executive Officer