



Victorian Electoral Commission

Geospatial Analyst

Fixed-term opportunity until Jan 2021

Melbourne CBD location

VPS Grade 4

About the VEC

The Victorian Electoral Commission (VEC) conducts State and local council elections and is responsible for promoting public awareness and understanding of electoral issues in the Victorian community. The VEC maintains the Register of Electors for the State of Victoria.

The VEC's vision is for all Victorians actively participating in their democracy. Apply now to make a meaningful contribution to the democratic process.

About the role

We have a fixed-term opportunity for a GIS professional to join the VEC and play a key role in our Representation Review and Local Government Election Programs. We are looking for a self-motivated and experienced spatial analyst to deliver these programs and assist with BAU activities.

Local Government elections will be held across Victoria in 2020. Throughout the course of the election program the Geospatial Analyst will deliver mapping products and assist with updating and publishing of datasets.

The Representation Review Program ensures that the electoral structure of local council provides fair and equitable representation for all voters. The Geospatial Analyst will work as part of a team to analyse data, model boundaries, provide advice as well as deliver mapping products.

Key responsibilities

The Geospatial Analyst will contribute to the VEC's geospatial operational programs by:

- Providing advice and GIS assistance to the VEC's redistricting activities
- Preparing and presenting advice to stakeholders on boundary modelling
- Preparing high quality mapping products for electoral events
- Contributing to spatial data management and creation
- Preparing cartographic products for publishing
- Providing expert advice to internal and external stakeholders in relation to spatial related questions
- Actively supporting and promoting the objectives of the VEC and demonstrating the values.

The successful applicant

To be successful in this role, we are looking for somebody who has:

- Technical proficiency in Geographic Information Systems (experience with Mapinfo Pro 17 an advantage).
- Experience in creating print ready cartographic products.
- Self-motivated and able to work under limited supervision.
- Experience in analysing data.
- Understanding in boundary modelling.
- Knowledge of communities throughout Victoria.
- Project management and time management skills.

About the Geospatial team

The VEC's Geospatial team is responsible for providing mapping products and services to assist the VEC's electoral representation review and boundary modelling activities, election planning, conduct and review activities, and the maintenance of the Register of Electors. The VEC's GIS technologies include MapInfo Pro, SQL and IntraMaps, including customisations developed for the electoral environment.

How to apply

Applications should be lodged online via the Victorian Government Careers website. The VEC can only accept applications lodged via Victorian Government Careers website.

All applicants **must**:

- 1 Submit a current CV and
- 2 Address the Key Selection Criteria contained within the Application Form (**KSCs 4.1, 4.2, 4.3, 4.5 and 4.6 only**) or your application cannot be considered. You can access the Application Form by clicking Apply Now.

Applications close at 9.00 am on Monday 16 September 2019.

The VEC is an equal opportunity employer*.

In accordance with Section 17A of the *Electoral Act 2002*, the VEC may ask applicants for disclosure of specific political activities that could compromise the perceived independence of the organisation. Please read the Disclosure of Political Activities Fact Sheet before applying.

**CLICK FOR FURTHER
INFORMATION AND TO APPLY**