



Career Opportunities

KNOXVILLE UTILITIES BOARD IS AN EQUAL OPPORTUNITY EMPLOYER

**KUB EMPLOYMENT OPPORTUNITY
GIS Mapping Student
Vacancy # 15108**

Posting Date: 7/8/2015
Closing Date: 7/29/2015
Position Type: Temp/Part-Time

Pay Plan: Student
Pay Grade: 1, 2
Pay Range: \$10.00 - \$18.50

Job Information

Job Classification: Student
Department: 074 Water Systems Engineering
Work Location: 4505 Middlebrook Pike
Work Schedule: 15 – 29 hours / week: M - F

Work Description: Uses CADD, ESRI, and ArcGIS software to graphically place utility information into a geographic information system (GIS). Assists with utility records research and problem resolution. Assists with preparation of utility designs, drawings, installation plans, and special sketches. Must be flexible in performing daily tasks and accepting additional duties as needed.

Note: For more specific information regarding this position, please contact Human Resources.

Minimum Qualifications

- Must have and maintain full-time student status of an accredited college or university pursuing an Associates, Bachelors or a graduate-level degree
- Must have and maintain a cumulative grade point average (GPA) of 2.5 or higher
- Valid Tennessee driver's license
- Must be available to work a minimum of 15 hours per week, Monday through Friday
- Good oral and written communication
- Must possess basic computer skills

Physical Demands: Physically able to perform the required tasks and responsibilities, the physical requirements for a specific position will be described to the applicant immediately prior to or during the interview.

Note: The physical demands described above are intended to relate the approximate physical demands of the classification. Physical demands for a specific position within this classification may vary and/ or exceed those demands described above. Additional information regarding specific positions is available in Human Resources.

Preferred Qualifications

- Pursuing an associates, bachelors, or a graduate-level degree in GIS, Geography, or related field
- Experience with using MS Office, Microstation, AutoCad and/or Geographical Information Systems (ESRI and ArcMap)

Selection Process

(Subject to change)

Phase 1	Submit online application at www.kub.org
Phase 2	Experience, training and education evaluation
Phase 3	Interview with department representatives
Phase 4	Written, performance and behavioral exercises
Phase 5	Background investigation
Phase 6	Physical assessment and/or drug screen

If special accommodations are needed at any phases of the selection process; please notify Human Resources in advance.

NOTES

Only candidates submitting a completed KUB application and completing each component of the selection process will be considered for KUB positions. KUB does not accept unsolicited applications. Completed applications are only considered for advertised vacancies. Please, no third party inquiries. Due to the volume of applications and resumes we receive, only applicants invited to interview will be contacted.

Applicants should apply on all positions of interest. KUB reserves the right to consider applications for additional vacancies in the same classification within 120 days of the original posting, after which time, applicants must reapply to be considered for any openings.

It is the applicant's responsibility to provide correct and updated contact information to KUB during the active period of the application. If KUB is unable to contact the applicant because the information on the application is no longer correct, the application will be considered inactive and the applicant no longer eligible for employment.

For more specific information regarding this position, please contact Human Resources.

**Knoxville Utilities Board, Human Resources Department, 4505 Middlebrook Pike, Knoxville, TN 37921-5530
Employment Opportunity Line: (865) 558-2420, Telecommunications Device for the Deaf (TDD): (865) 558-2688**