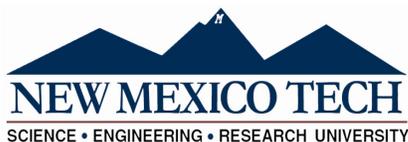


**Posted:** March 30, 2026



## POSITION ANNOUNCEMENT

**TITLE: GIS SPECIALIST I OR II/CARTOGRAPHER**

**DEPT: BUREAU OF GEOLOGY**

**REG**

**TEMP**

**FULL TIME**

**PART TIME**

**STARTING RATE or SALARY RANGE** \$43,680 - \$55,973

Employees being promoted to a higher classified position receive the minimum for the position or a pay rate adjustment of 8% whichever is greater.

**All regular positions also entitle the employee to several benefits including health, dental, vision, life insurance, and retirement which is largely paid by New Mexico Tech for the employee and dependents.**

**INTERNAL DEPARTMENTAL POSTING THROUGH: 04/08/2026\***

CONSIDERATION WILL BE GIVEN FIRST TO TEMPORARY AND REGULAR TECH EMPLOYEES WHO APPLY WITHIN THE 7 DAY INTERNAL POSTING. APPLICATIONS RECEIVED AFTER THE 7 DAY POSTING MARGIN WILL BE CONSIDERED WITH OTHER OUTSIDE APPLICANTS.

### JOB DUTIES:

The position requires initiative for self-directed technical support of the New Mexico Bureau of Geology's Geologic and Aquifer Mapping Programs. This position also requires collaboration within a team, and various members of the bureau staff and external authors. The position requires excellent communication skills. Duties may include (but are not limited to): utilizing many aspects of GIS software, designer software Adobe CC (Illustrator, Photoshop, or InDesign desired), the use of internet technology, and the use of database software. The desired applicant would have the working knowledge of the steps and processes involved in producing well-executed GIS and cartographic products, the ability to problem-solve complex GIS and geoscience concepts, and basic technical editing. The positions are supported in entirety by soft-money contracts, and the continuation of the position is contingent on contract awards for subsequent years.

### JOB FUNCTIONS:

Production of digital and print geologic map products in ArcGIS and Illustrator.

Assist in maintain geologic map databases, tracking tables, and archiving related to the Geologic Mapping program

Geologic Mapping program technical support

### REQUIRED QUALIFICATIONS:

Associate's degree or completion of program 18+ months after high school in Geography, Cartography, or GIS and must have 2 or more years of Geology related work experience. Bachelor's degree in Geology/Earth Science and GIS experience (preferred) OR Geography, Cartography, or GIS and a minor in Geology or 2 or more years of geology experience. Knowledge generally associated with a Bachelor's of Science in Geology OR Knowledge generally associated with a Bachelor's of Science in Geography, Cartography, or GIS and a minor in Geology OR Knowledge generally associated with a Bachelor's of Science in Geography Cartography, or GIS and 2 years of work experience in Geology OR Associates degree in Geography, Cartography, or GIS and with at least 2 years of work experience in the field of geology. Knowledge of basic software including word processing, database, spreadsheet, and presentation software. Ability to learn new hardware or software quickly. Ability to adapt to new layout,

production, and basic technology advances. Ability to adapt to new layout, production, and basic technology advances. Ability to use calendar, email, and text to effectively plan and coordinate projects.

## DESIRED QUALIFICATIONS:

Master's Degree in Geology/Earth Science and GIS experience (preferred). Ph.D. or other doctorate level equivalent in Geology/Earth Science and GIS experience (preferred). Knowledge of ArcDesktop and Adobe Illustrator, Photoshop, or InDesign.

## LIFTING REQUIREMENTS:

(f)requently, (o)ccasionally, or (s)eldom

0 - 15 pounds	F
15 - 30 pounds	F
30 - 50 pounds	S
50 - 100 pounds	N
100 + pounds	N

## PHYSICAL DEMANDS:

Standing 10%	Sitting 60%	Walking 10%	Pulling
Pushing	Lifting 10%	Stooping 5%	Kneeling 5%
Crawling	Climbing	Reaching	Other

Apply to: [nmtjobapps@npe.nmt.edu](mailto:nmtjobapps@npe.nmt.edu)