GIS Analyst
Rotorua

Hancock Forest Management NZ Ltd (HFM NZ) was established in 2004 to manage forests on behalf of Hancock Natural Resource Group's clients. We currently manage approximately 198,000 hectares of plantation forests on behalf of two clients. Forests are located in Northland, Auckland, Waikato, Bay of Plenty and Horizons Manawatu Regions. HFM NZ is strongly committed to providing a safe working environment and to being good stewards of the environment. We employ approximately 90 staff based in four locations – Tauranga, Tokoroa, Rotorua and Whangarei. Our employees are our most valuable asset and are the key to our reputation and success.

We have recently secured a new client and will begin managing their 33,000 hectares of forest estate from 1 October 2018. This exciting new opportunity for our business will require the appointment of a skilled GIS Analyst to be based at our Rotorua office.

Our in-house GIS system provides multiple internal customers with critical information regarding our forest estates on a daily basis. This role will be a part of a small dedicated team who ensure the spatial data integrity of the properties we manage. Together, the team are the gatekeepers of this database and provide robust and efficient information out to the wider business. This includes:

- Spatial data maintenance and digital record keeping
- Providing specialist mapping service to operational and planning staff
- Maintaining property information
- Assisting GIS users in making best use of the Forest Information System
- Development and project initiatives as required

Applicants should have experience with the ESRI suite including desktop, server and mobile products and an understanding and some competence of SQL databases and structure. They will also be fully conversant with the interpretation and utilisation of aerial photographic data and other remote sensing imagery. An understanding of forest management practices and mapping, and information needs of forest managers is desirable however, an aptitude for data and systems, a willingness to learn new skills, will also be considered.

For a copy of the role outline please visit our website www.hfm.nz. Please send applications in the form of a cover letter and CV to our Human Resources Team at hfmnzcareers@hnrg.com by Monday 25 June 2018.

Location	Rotorua
Reporting to	Resource Information Manager
Number of reports	Nil
Approximate budget control ($)	Nil
Key service recipients	Harvest Planning Harvest Operations Forest Operations RST Foresters Land Manager

Role Purpose

To ensure the spatial integrity of the OTPP Estate managed by HFM NZ. The GIS Analyst will also ensure that an effective service is provided to those requiring maps and advice on various matters related the properties.

	Accountabilities	**Routine Tasks**
1.	Spatial data maintenance and digital record keeping in HFM systems. Verifying accuracy of spatial and attribute information.	• Harvest recording: capture, record and report monthly cutover. • Manage the regular aerial photography programme for harvest recording and other updates. • Remapping: review key spatial layers and maintain their accuracy using appropriate imagery and/or other data sources
2.	Maintain property information	• Record and maintain up to date information on HFM properties. • Provide land administration services. • Respond to ad hoc requests from Land Manager by providing efficient mapping and data reporting services.
3.	Provide a specialist mapping service to operational and planning staff as required.	• Respond to map production requests by making best use of the ESRI application suite.
4.	Assist GIS users in making best use of the Forest Information System	• Provide GIS support to HFM's users.

		• Provide ongoing training to users on the use of current HFM systems and future developments.
5.	Support and development initiatives	• Facilitate the support and development effort of ESRI based applications and database. • Assist in the development of desktop and mobile capabilities identifying business needs and implementing suitable solutions. • Develop and document standards and user manuals.

Competencies

Core Competencies	Details
Business Acumen	Understands and applies general business management principles and practices.
Teamwork	Works co-operatively with others to achieve organisational goals and strategies.
Customer Commitment	Discovers, understands and takes personal responsibility to meet external and internal customers' needs and considers the impact of all activities to the customer.
Communication	Communicates (verbal and written) and interacts effectively with others in a wide range of situations. Attains positive outcomes through influencing skills.
Openness to Change	Adapts and works effectively in a changing environment.
Analysis and Decision Making	Secures a variety of written information and identifies key issues and relationships. Takes or recommends a course of action.
Continuous Performance Improvement	Finds creative and new solutions and manages the change process, helps the organisation move towards an enhanced competitive position.
Results Focus	Demonstrates motivation and perseverance with plans to achieve outcomes.
Developing Relationships	Builds effective relationships to achieve business goals and mutually beneficial outcomes. Builds trust
Planning/ Organisational Skills (Multi-tasking)	Plans actions to accomplish goals systematically, including establishing timeframes, allocates resources, and follows up on details.
Learning and Development	Demonstrates commitment to ongoing learning and growth in both personal and professional capacities
Problem Solving	Generates solutions to problems by systematically breaking them down into component parts.

Role Competencies	Details
GIS and Database	Experience with the ESRI suite including desktop, server and mobile products. An understanding and some competence of SQL databases and structure.
Aerial photographic interpretation	Fully conversant with the interpretation and utilisation of aerial photographic data and other remote sensing imagery.
Forestry operations management	An understanding of forest management practices and mapping and information needs of forest managers.
Training & Support	Skills in developing and delivering GIS and other systems training as required and provide support for HFM Systems.
System Development	Ability to identify future system development initiatives.

Qualifications

Qualification/Skill/ Experience	Details
Educational qualifications	Tertiary qualifications in draughting, surveying or GIS.
Work experience	Minimum 3 years in forest mapping and maintenance of forest information systems