

HIGHER EDUCATION PERSONNEL BOARD

Specification for Class

Class Code: 4650

CARTOGRAPHER

Abolished 9/15/06

DEFINITION

Perform technical cartographic drafting assignments for publications, classroom presentations, and research projects.

DISTINGUISHING CHARACTERISTICS

Employees in this class may be required to assist an instructor in the supervision of students engaged in field, laboratory, or research projects. Instructions are received from academic personnel regarding assignments, but the employee works independently in meeting the needs of the assignment.

TYPICAL WORK

Prepare and produce finished cartographic and illustrative materials from field sheets, ground and aerial photographs, and/or statistical data;

Determine proper dimensions of drawings and photographs for engravers;

Operate and maintain departmental cartographic and research equipment;

Supervise and assist cartographic production work of students; advise academic and student personnel on problems in cartographic and research equipment;

Assist in the planning and progress of research projects;

Perform related duties as required.

MINIMUM QUALIFICATIONS

A Bachelor's degree with major study in geography, cartography, architecture, or engineering drawing and one year of experience in geographic cartography. Additional experience in geographic cartography may be substituted, year-for-year, for education.

Equivalent education/experience will substitute for all minimum qualifications except when there are legal requirements, such as a license/certification/registration.

Examination Requirements:

A job element examination (including written, E & T and oral components) scored on the basis of job related experience, training, skill, ability and other elements which are established through job analysis.

New Class: 1-3-73
Revise MQ: 7-2-90