

## **NAME OF POSITION: GRADUATE GIS ANALYST (TEMPORARY 2 YEARS) – CORPORATE SERVICES AND TRANSFORMATION DEPARTMENT, DUBLIN CITY COUNCIL**

**POSITION No: 42/2026**

**CLOSING DATE: MIDNIGHT ON  
WEDNESDAY 22<sup>ND</sup> APRIL 2026**

### **INFORMATION BOOKLET**

DUBLIN CITY COUNCIL INVITES APPLICATIONS, FROM SUITABLY QUALIFIED PERSONS, WHO WISH TO BE CONSIDERED FOR INCLUSION ON A PANEL FROM WHICH VACANCIES FOR GRADUATE GIS ANALYST (TEMPORARY 2 YEARS) DUBLIN CITY COUNCIL MAY BE FILLED.

Dublin is a major European Union capital city with a vibrant culture and an innovative economy. Dublin City Council is at the heart of shaping the city by providing a diverse, multi-layered and evolving range of services for citizens, businesses, the community and visitors to Dublin. Dublin City Council and its employees provide over 900 services across key functional areas of Housing, Community, Planning, Development, Environmental, Roads and Traffic, Economic, Leisure and Culture Services. For further information on Dublin City Council please log onto [www.dublincity.ie](http://www.dublincity.ie)

### **BACKGROUND**

This role will be based within the Corporate Services and Transformation Department. The remit of this department is to drive the transformation of the City Council, accelerate digital adoption and develop a citizen-centric approach to service delivery and customer experience. We work with partner departments across DCC on several areas including service transformation, building internal digital capabilities, supporting data-driven decision making, delivering public facing digital services (Citizen Hub platform), exploring new and emerging technologies (Smart Cities / [Smart Dublin](#)) and prototyping new delivery approaches ([DCC Beta](#)).

### **THE ROLE**

This role will support the delivery of Dublin City Council's new Geospatial Strategy. The vision of this strategy is to transform Dublin into a dynamic and sustainable city that is future ready by making high-quality geographic information central to every decision, service and interaction in the city.

Graduates will work with authoritative spatial data, develop reusable geospatial solutions and contribute to improving how the Council collects, manages, analyses and uses data at scale.

The role will also support the use of Esri enterprise GIS platforms (ArcGIS Enterprise, ArcGIS Online and ArcGIS Pro) across Dublin City Council.

This role is designed to provide graduates with a strong technical foundation, exposure to large-scale public sector projects, and practical experience applying geospatial technology to real urban challenges. It will also directly support Dublin City Council's Digital Transformation Strategy, helping to strengthen data capability,

improve data quality and governance, and enable more evidence-based, joined-up and digitally enabled public services.

This programme is designed for graduates who want to work at the intersection of data, technology and city-making, and who are motivated by contributing to a smarter, more sustainable and digitally enabled Dublin. The role is part of a structured Graduate Programme and will include training and professional development opportunities.

### **What You Will Work On**

As a Graduate GIS Analyst, you will work on real-world, city-scale initiatives, including:

- Enterprise GIS and spatial data services supporting operational and strategic decision-making.
- 3D GIS, digital twins and BIM-enabled spatial data, supporting planning, infrastructure delivery and asset management.
- Web maps, dashboards and spatial applications used internally and externally.
- Integration of GIS with other corporate data sources to improve insight, performance and transparency
- Open data publishing, interoperability and spatial data standards

The role provides a unique opportunity to see how geospatial data underpins both the day-to-day operation and long-term development of a capital city.

Graduates will receive ongoing support and upskilling in key areas, including:

- GIS enterprise platforms and tools (ArcGIS Enterprise, ArcGIS Online and ArcGIS Pro)
- Spatial data management, authoritative datasets and data governance best practice
- Web mapping and dashboard development
- 3D GIS, digital twins and BIM-related spatial data workflows
- Open data publishing and standards
- Data quality, metadata and compliance frameworks
- Collaboration and project delivery in a multidisciplinary public sector environment

There will also be opportunities to work within different business units as an embedded resource, engaging with services such as Fire Services, Water and Drainage, Waste Management, Parks and Biodiversity, Planning, Active Travel, Housing, Climate Action and Smart City initiatives. This cross-organisational exposure will provide graduates with a strong understanding of how geospatial data supports diverse public services and contributes to better outcomes for the city and its citizens.

### **THE IDEAL CANDIDATE SHALL HAVE**

- the ability to apply geospatial analysis to complex challenges through their work in a professional or academic setting;
- strong analytical and problem-solving skills, especially in a spatial data or geospatial context;
- an interest in and understanding of local authority public services;
- good inter-personal skills;
- proficiency in ICT, with a working knowledge of Word, Powerpoint, Excel;
- an understanding of Geospatial and 3D modelling concepts, (open) data formats and standards (e.g., GeoJSON, KML, Shapefiles);
- knowledge of, and ability to use any of the following geospatial software used for 3D models, BIMs, and GIS such as Google Earth, FME, ArcGIS, AGOL & QGIS. Awareness of trends in the wider IT industry, with an understanding of how they relate to GIS and Esri Ireland;
- a commercial understanding of the impact of technology with a vision for how GIS can enhance the effectiveness of an organisation;

- effective and flexible time management skills with the ability to prioritise workload and deliver to deadlines;
- excellent communication and presentation skills, both written and verbal;
- knowledge of JavaScript or Python would be beneficial but not essential;
- excellent analytical and problem-solving skills with the ability to think outside of the box and be confident to suggest better ways of working;
- a willingness to work in a fast-moving and dynamic environment as part of a technical team of like-minded people;
- the ability to take the initiative on tasks in a work environment.

## QUALIFICATIONS

### CHARACTER:

Each candidate shall be of good character.

### HEALTH:

Candidates shall be in a state of health such as would indicate a reasonable prospect of ability to render regular and efficient service.

### EDUCATION, EXPERIENCE, ETC.:

Each candidate must, on the latest date for receipt of completed application forms: -

- hold a recognised degree (level 8 in the National Framework of Qualifications) in GIS, Geography, IT, Computer Science or Software Engineering.
- have good knowledge and awareness of Health and Safety Legislation and Regulations, the implications for the organisation and the employee, and their application in the workplace.

**PLEASE NOTE CANDIDATES WHO ARE DUE TO GRADUATE IN 2026 ARE WELCOME TO APPLY. YOU WILL BE REQUIRED TO PROVIDE EVIDENCE OF QUALIFICATION PRIOR TO TAKING UP APPOINTMENT**

## Desirable

To hold a Master's in GIS or a relevant degree.

## DUTIES

**The duties of the post include, but are not limited to, the following: -**

- Support collaborative engagement with staff;
- Manage geospatial data ;
- Support corporate GIS systems/services;
- Support the use of geospatial data for 3D modelling, digital twins and BIM-enabled workflows, where appropriate.
- Configure/generate geospatial applications ;
- Map internal processes, systems and services;
- Collaborate on and design geospatial systems;
- Prepare geospatial reports, visualisations and communications materials to support decision-making;
- To carry out administrative work associated with geospatial and data projects;
- To carry out additional duties that may be assigned from time to time.

The particular duties and responsibilities attached to the post may vary from time to time, without changing the general character of the duties or level of responsibilities entailed. The post holder may therefore be required to perform duties appropriate to the post, other than those detailed above, and to take instructions from and report to, an appropriate Officer or such designated Officer as may be assigned from time to time by the City Council.

The duties of the post are to give to the local authority and to

- (a) The local authorities or bodies for which the Chief Executive is Chief Executive, and
- (b) To any other local authority or body with which an agreement has been made by the local authority or by any of the authorities or bodies referred to in sub-paragraph (a) of this paragraph under the general direction and control of the Chief Executive or of such officers as the Chief Executive may from time to time determine, such appropriate computing, technical, management, administrative, executive, supervisory, advisory and ancillary services as may be required by any local authority or body hereinbefore mentioned in the exercise and performance of any of its powers, functions and duties and to exercise such powers, functions and duties as may be delegated to them by the Chief Executive from time to time including the duty of servicing all committees that may be established by any such local authority or body. The holder of the post will, if required, act for an officer of a higher level.

## SELECTION PROCESS

Posts of **Graduate GIS Analysts (Temporary 2 years)** will be filled from this publicly advertised competition. Selection shall be by means of a competition conducted by or on behalf of Dublin City Council.

- Candidates should note that the information provided by them in their application form and assessment question will form the basis on which eligibility and short listing is conducted.
- Dublin City Council reserves the right to undertake eligibility and / or shortlist candidates in the manner it deems most appropriate.
- A panel may be formed on the basis of interviews. A candidate whose name is on a panel and who satisfies the Council that they possess the qualifications declared for the post and that they are otherwise suitable for appointment may, within the life of the panel, subject to the appropriate Department of Housing, Local Government and Heritage sanction, be appointed as an appropriate vacancy arises.
- The life of the panel shall be for a period of one year from the date of its formation.
- Dublin City Council shall require any person to whom an appointment is offered to take up such appointment within a period of not more than one month and if they fail to take up appointment within such period, or such longer period as the Council in its absolute discretion may determine, the Council shall not appoint them.

## Shortlisting

Dublin City Council reserves the right to shortlist candidates to proceed to the interview stage of the competition. Shortlisting of candidates will be on the basis of information supplied on the **Application Form**,

**in conjunction with the answers given in the assessment question. It is therefore in your own interest to provide a detailed and accurate account of your qualifications/experience in your application.**

The shortlisting process will provide for the assessment of each applicant's application form against predetermined criteria that reflect the skills and depth of experience considered to be essential for a position at this level.

## **INTERVIEW**

The interview will be competency based and marks will be awarded under the following competencies;

- **Interpersonal Understanding/Communications**
- **Planning & Organising**
- **Technical Knowledge & Training**

Please see pages 8 of the Candidate Information Booklet for more details.

## **SALARY:**

The salary scale for the position of **Graduate GIS Analysts (Temporary 2 years)** is;

€39,846; €42,684; €46,744; €50,447.

Entry point to this scale will be determined in accordance with Circulars issued by the Department of Housing, Local Government and Heritage. **In accordance with Departmental Circular letter EL 02/2011, a person who is not a serving public service employee on or after 1st January 2011, will enter the scale for the position at the minimum point.**

Rate of remuneration may be adjusted from time to time in line with Government Policy.

Under the Public Service Stability Agreement 2013, the working hours for newly appointed/promoted staff are **35 hours per week**.

**All applicants must refer to the Additional Candidate Information Booklet which can be found at <https://careers.dublincity.ie> for additional relevant information pertaining to the salary scale and the recruitment process.**

## **PARTICULARS OF POSITION**

- a) The post is temporary (2 years), whole time and pensionable.
- b) The successful candidate will be assigned to Corporate Services and Transformation Department as a Graduate GIS Analyst (Temporary) for a period of 2 years.
- c) The nature of this employment is Fixed Term.
- d) Dublin City Council reserves the right to, at any time, assign an employee to any Department now or in the future.

**Notwithstanding the fact that this employment is temporary and for a fixed term, Dublin City Council reserves the right to terminate the employment prior to the Date of Cessation of the Temporary Contract,**

**on the giving of the appropriate notice set down in the Minimum Notice and Terms of Employment Acts. Dublin City Council also reserves the right to terminate the employment on grounds of unsatisfactory service, attendance etc.**

## **CITIZENSHIP**

Candidates must, by the date of application be;

- a) A citizen of the European Economic Area (EEA). The EEA consists of the Member States of the European Union, Iceland, Liechtenstein and Norway, or
- b) A citizen of the United Kingdom (UK), or
- c) A citizen of Switzerland pursuant to the agreement between the EU and Switzerland on the free movement of persons, or
- d) A non-EEA citizen who is a spouse or child of an EEA or UK or Swiss citizen and has a stamp 4 visa, or
- e) A person awarded international protection under the International Protection Act 2015 or any family member entitled to remain in the State as a result of family reunification and has a stamp 4 visa, or
- f) A non-EEA citizen who is a parent of a dependent child who is a citizen of, and resident in, an EEA member state or the UK or Switzerland and has a stamp 4 visa.

*Dublin City Council welcomes all nationalities and ethnic backgrounds to join its diverse workforce and we hereby reserve the sole discretion to vary the above requirements from time to time subject to the business needs and staffing requirements.*

## **IRISH PROFICIENCY**

As part of our ongoing commitment to support the Irish language, our leadership on the Gaeilge365 programme and to comply with the Official Languages (Amendment) Act 2021, we are gathering information on candidates' capacity to speak Irish.

Under this legislation, public bodies are required to ensure that 20% of new recruits are capable of performing their duties through Irish by 2030. While this position is not an Irish language speaking role, we are asking all applicants to indicate their current level of Irish language ability.

**This information will be used for workforce planning purposes only and will not form part of the selection process for this competition.**

## **ADDITIONAL RELEVANT INFORMATION FOR APPLICANTS**

- The National Vetting Bureau (Children and Vulnerable Persons) Act 2012 to 2016 came into effect on 29th April 2016. The Act places a statutory obligation on Dublin City Council to ensure that 'any work or activity which is carried out by a person, a necessary and regular part of which consists mainly of a person having access to, or contact with children or vulnerable persons, will be the subject of Garda Vetting.
- Subject to the provisions of the Freedom of Information Act 2014, applications will be treated in strict confidence.
- Any attempt by a candidate themselves or by any person(s) acting at the candidate's instigation, directly or indirectly, by means of written communication or otherwise, to canvass or otherwise influence in the

candidate's favour, any employee of the City Council or person nominated by the City Council to interview or examine applicants, will automatically disqualify the candidate for the position being sought.

- It is important to remember that this is a competitive process for a role where integrity is paramount. Sharing information on the selection / interview process e.g. through social media or any other means, may result in a candidate being disqualified from the competition.
- Dublin City Council does not allow the unsanctioned use of any type of recording equipment on its premises. This applies to any form of sound recording and any type of still picture or video recording, whether including sound recording or not, and covers any type of device used for these purposes.
- An applicant who is found to be ineligible at any stage of the competition will not be further considered. Provision of inaccurate, untrue or misleading information will lead to disqualification from the competition, withdrawal of employment offer or dismissal.
- A candidate who does not attend for interview when and where required by the City Council, or who does not, when requested, furnish such evidence as the City Council requires in regard to any matter relevant to their candidature, will have no further claim to consideration.
- The City Council will not be responsible for any expenses candidates may incur in connection with their candidature.
- The onus is on the candidate to keep a regular check on their Email Account as email notifications of updates may sometimes be filtered into your Junk/Spam email folders. Dublin City Council accepts no responsibility for communication not accessed or received by an applicant.
- Successful candidates may be required to undergo a pre-employment medical and reference checks prior to final offer & appointment.

## **APPLICATION PROCESS**

All applications must be made through Dublin City Council's official Digital Recruitment Platform. Please be advised that applications should not be submitted until all sections of the form, including the assessment question are completed.

For any queries please contact: [hrqueries@dublincity.ie](mailto:hrqueries@dublincity.ie)

## **CLOSING DATE**

**Applications must be submitted before Midnight on Wednesday 22<sup>nd</sup> April 2026**

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**SENIOR EXECUTIVE OFFICER  
HUMAN RESOURCES DEPARTMENT**

**Dated this \_\_\_\_\_ 2026**

**This document is also available in Large Print, High Contrast Print and Braille on request.**

## INFORMATION SHEET – COMPETENCY FRAMEWORK

A competency framework has been developed for the position of **Graduate GIS Analysts (Temporary 2-years)**. The key competencies for the role are as follows;

<p><b>Interpersonal Understanding/ Communications</b></p>	<p>Ability to develop and maintain good working relationships across all levels, e.g., professionals, contractors, public, and others, both senior and junior.</p> <p>Good communicator with the ability to give and receive information accurately and clearly.</p> <p>Ability to work as part of a team and a willingness to co-operate with others.</p>
<p><b>Planning &amp; Organising</b></p>	<p>Ability to plan, organise and schedule work/tasks to ensure that they are completed on time and to specification.</p> <p>Ability to organise all resources to meet the demands of the job.</p> <p>Evidence of a methodical and organised approach to their work.</p> <p>Ability to prioritise tasks and manage time effectively to achieve goals.</p>
<p><b>Technical Knowledge &amp; Experience</b></p>	<p>Technical knowledge and technical training/ experience.</p> <p>Understanding of what the role of <b>Graduate GIS Analysts in Dublin City Council</b> involves.</p> <p>Knowledge of current Health &amp; Safety Regulations and their application in the workplace.</p>