Human Resources
505.468.1500
415 Silver, 5th Floor
Albuquerque, New Mexico 87102
HR@bernco.gov
www.bernco.gov

Planning and Development Services Technical Manager

JOB CODE	JOB FAMILY	PROFILE
JCM419	**Planning, Development & Protection**	**Planning and Development Services Technical Manager**
PAY TYPE	**PAY RANGE**	**REVISION DATE**
Salary	**$78,582.00 - $124,093.00**	**April 10, 2026**

The Planning and Development Services Technical Manager oversees the County's Geographic Information Systems (GIS) and related Information Systems (IS) functions. Leads the development and implementation of GIS standards, data integration, and system infrastructure across departments. Ensures accurate and timely delivery of GIS/IS information to County staff and the public, supports County-wide data initiatives, and manages the central GIS repository. Responsibilities include supervising staff, managing projects and resources, coordinating with internal and external stakeholders, and supporting enterprise GIS/IS integration efforts. Supervisory responsibilities include hiring, training, coaching, evaluating performance, and handling disciplinary actions.

Job Description

DUTIES AND RESPONSIBILITIES

- Assesses customer needs and develops short- and long-range GIS/IS strategic plans.
- Consults with staff and GIS customers to evaluate, procure, and implement GIS hardware and software.
- Establishes County-wide standards, methodologies, and processes for GIS integration with enterprise information systems.
- Prepares Request for Proposals (RFPs), evaluates proposals, and conducts contract negotiations for hardware, software, and GIS/IS services.

- Manages and coordinates GIS activities across Community Services, Public Works, Public Safety, and other departments to ensure accurate and timely delivery of information.
- Manages the central GIS repository and provides County-wide access to GIS/IS information from various servers.
- Assesses demand for GIS/IS products and services and promotes their use through outreach and education.
- Negotiates and prepares agreements with County departments and government agencies; collaborates to enhance data sharing, reduce redundancy, and resolve technical issues.
- Oversees GIS/IS integration with other County systems to support business operations.
- Manages technical support activities and personnel to meet system availability goals.
- Provides technical guidance to section staff and supports their professional development.
- Develops and promotes training strategies for department and agency staff to support GIS/IS desktop solution implementation.
- *The above information is intended to outline the general nature and scope of the duties required for this position. It is not an exhaustive list and may vary depending on specific job assignments and responsibilities.

MINIMUM QUALIFICATIONS

- Bachelor’s degree in Geographic Information Systems, Management Information Systems, Mathematics, Business Administration, Engineering in GIS, or a related field. The degree should include coursework or experience in GIS/IS architecture, database design, application development, or enterprise GIS systems.
- Nine (9) years of work experience.
- Two (2) years in a managerial role.

*Any equivalent combination of related education and/or experience may be considered for the above requirements.

SUPPLEMENTAL INFORMATION

SCREENING AND COMPLIANCE

The offer of this Bernalillo County position requires compliance with the following:

- Successful completion of a post-offer employment medical examination and background investigation.
- Adherence to all County safety guidelines.
- Complete all FEMA training(s) assigned to this position.
- Possession of a valid New Mexico driver’s license by the date of hire and maintenance of a valid license while employed in this position.
- Complete required supervisor training, if applicable.

WORKING CONDITIONS

- Work is performed indoors in a temperature-controlled office setting.
- The floor surface is typically carpet or tile and is dry and even.
- Work is usually done independently, sometimes with limited supervision.

EQUIPMENT, TOOLS, AND MATERIALS

- Common office equipment is used, including a computer, phone, printer, and copier.
- Materials handled include files, forms, reports, paperwork, and general office supplies.

Additional Description

This job profile is classified as safety-sensitive. Employees with safety-sensitive job profiles are subject to pre-employment, reasonable suspicion, post-accident, return-to-duty, and random drug & alcohol testing in accordance with the organization’s Drug and Alcohol Testing Policy.

Duties that require a Commercial Driver’s License (CDL), firearm(s) use, or are otherwise regulated under the Federal Aviation Administration (FAA), Federal Motor Carrier Safety Administration (FMCSA), or the Omnibus Transportation Employee Testing Act, are subject to all applicable federal drug and alcohol testing requirements. Employees in these federally regulated positions must comply with all DOT testing procedures, including enrollment in a DOT-compliant random testing pool.