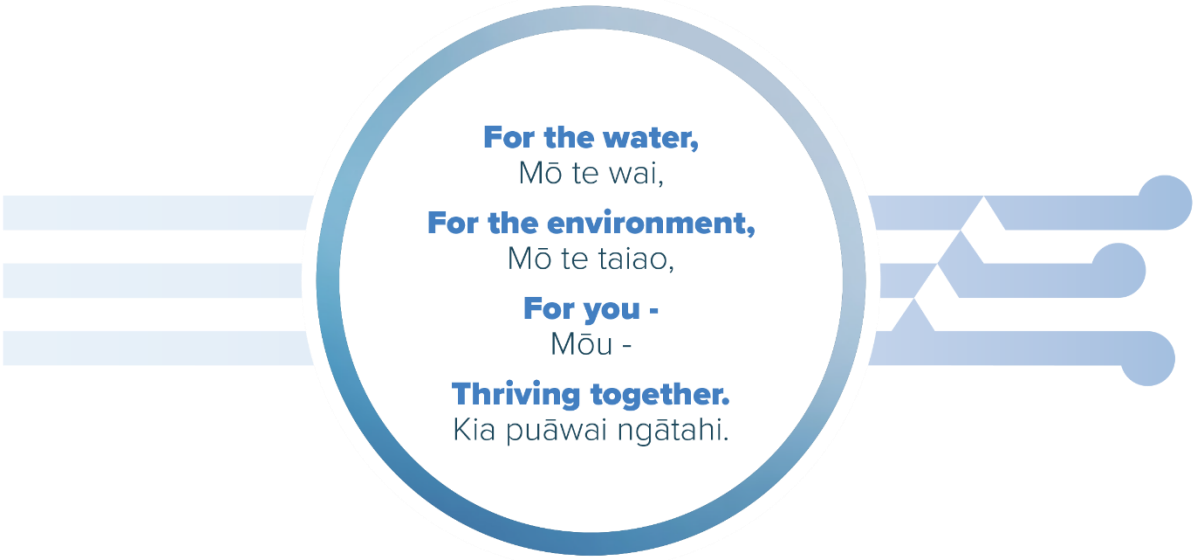
WAITĪ WATERS

Position Description

Position details

Position title	GIS Systems Specialist
Reports to	Technology and Information Lead
Direct reports	None
Location	Masterton head office
Delegations	None



About Waitī Waters

Waitī Waters is a water services council-controlled organisation established under the Local Government (Water Services) Act 2025. We are owned by South Wairarapa, Carterton, Masterton, and Tararua District Councils, in partnership with Rangitāne and Ngāti Kahungunu.

Our Board of Directors governs Waitī Waters and the Stakeholders' Forum of Council and iwi representatives provides oversight on behalf of our owners and partners.

From 1 July 2027, we'll deliver drinking water, wastewater and stormwater services to around 25,000 connections and 70,000 people. We'll manage close to $700 million in water assets, and plan to invest around $400 million over the next decade. Our service promise is simple: delivering safe and sustainable water services our communities can count on.

Our name comes from the Matariki star linked to freshwater, and the role it plays sustaining life and wellbeing.

About your group

Waitī Waters is made up of five groups:

Service Delivery

Infrastructure

Finance and Commercial

Customer, People and Safety

Strategy, Regulatory and Governance

Your role sits in the Finance and Commercial group. This group is responsible for Waitī Waters' financial sustainability, commercial discipline, technology capability and corporate infrastructure. The group brings together finance, economic regulation and pricing, procurement and commercial, technology and information, and property, facilities and fleet. It provides the financial strategy, systems and controls that underpin sound investment decisions and long-term affordability for customers.

About your team

Technology and Information provides the systems, information and digital services that support Waitī Waters' operations and organisational performance. The team is responsible for technology strategy, technology service delivery, business systems, operational technology, information management, cyber security and digital improvement. It enables staff to work effectively, supports the delivery of water services, and helps ensure decisions are based on reliable and trusted information.

The team supports core business systems, including customer, finance, asset management and operational platforms.

About your role

The GIS Systems Specialist is responsible for the management, administration and continuous improvement of Waitī Waters' Geographic Information System (GIS) platform and associated spatial data services. The role ensures the GIS environment remains reliable, secure and responsive to business needs and provides trusted spatial information to support operational, asset management, planning, regulatory and customer outcomes.

The role works closely with Asset Management and Planning, Service Delivery and other business teams to understand requirements, maintain spatial data and develop maps, applications, dashboards and spatial solutions that improve organisational decision-making and service delivery. The role also acts as the primary relationship manager for GIS vendors and service providers.

What you'll do

Responsibility area	Key Deliverables
ROLE-SPECIFIC RESPONSIBILITIES	
GIS platform management and support	• The GIS platform is reliable, secure and available to support business operations. • System performance, licensing, configuration and upgrades are effectively managed, and users receive timely support and guidance.
GIS applications, maps and visualisation	• Maps, spatial applications, dashboards and data visualisations are developed and maintained to meet business needs. • Users have access to practical and easy-to-use tools that support planning, operations, field work and decision-making.
Business partnerships and continuous improvement	• Strong relationships are maintained with Asset Management and Planning, Service Delivery and other business teams.

Responsibility area	Key Deliverables
	• Business needs are understood and translated into practical GIS solutions that improve organisational performance and customer outcomes.
Vendor and service provider management	• Effective relationships are maintained with GIS vendors, software providers and implementation partners. • Service performance, support arrangements and enhancement opportunities are actively managed to ensure value for money and reliable service delivery.
COMMON RESPONSIBILITIES	
Working relationships and development	• Constructive working relationships are built and maintained with colleagues, stakeholders and partners. • Own professional development is actively managed. • Contributes actively to team and organisational culture, consistent with our How We Work principles.
Health and safety	• Own safety and the safety of others is actively managed at all times. • Full compliance with Waitī Waters health, safety and wellbeing policies and safe systems of work. • Incidents, near misses, hazards and risks are reported promptly through the designated system.
Emergency management	• Emergency management training and exercises are completed as required. • Roster, on-call or call-out duties applicable to the role are undertaken. • Role-specific responsibilities under Waitī Waters' emergency response plans are understood and carried out when activated.

Who you'll work with

Internal	External
Technology and Information Lead	GIS software vendors

Internal	External
Technology and Information team	GIS implementation and support partners
Asset Management and Planning team	Managed service providers
Service Delivery teams	Survey and spatial service providers
Capital Delivery team	Technology consultants
Regulatory and Compliance team	Other water organisations
Customer and Communications team	Councils

What you'll bring

Essential

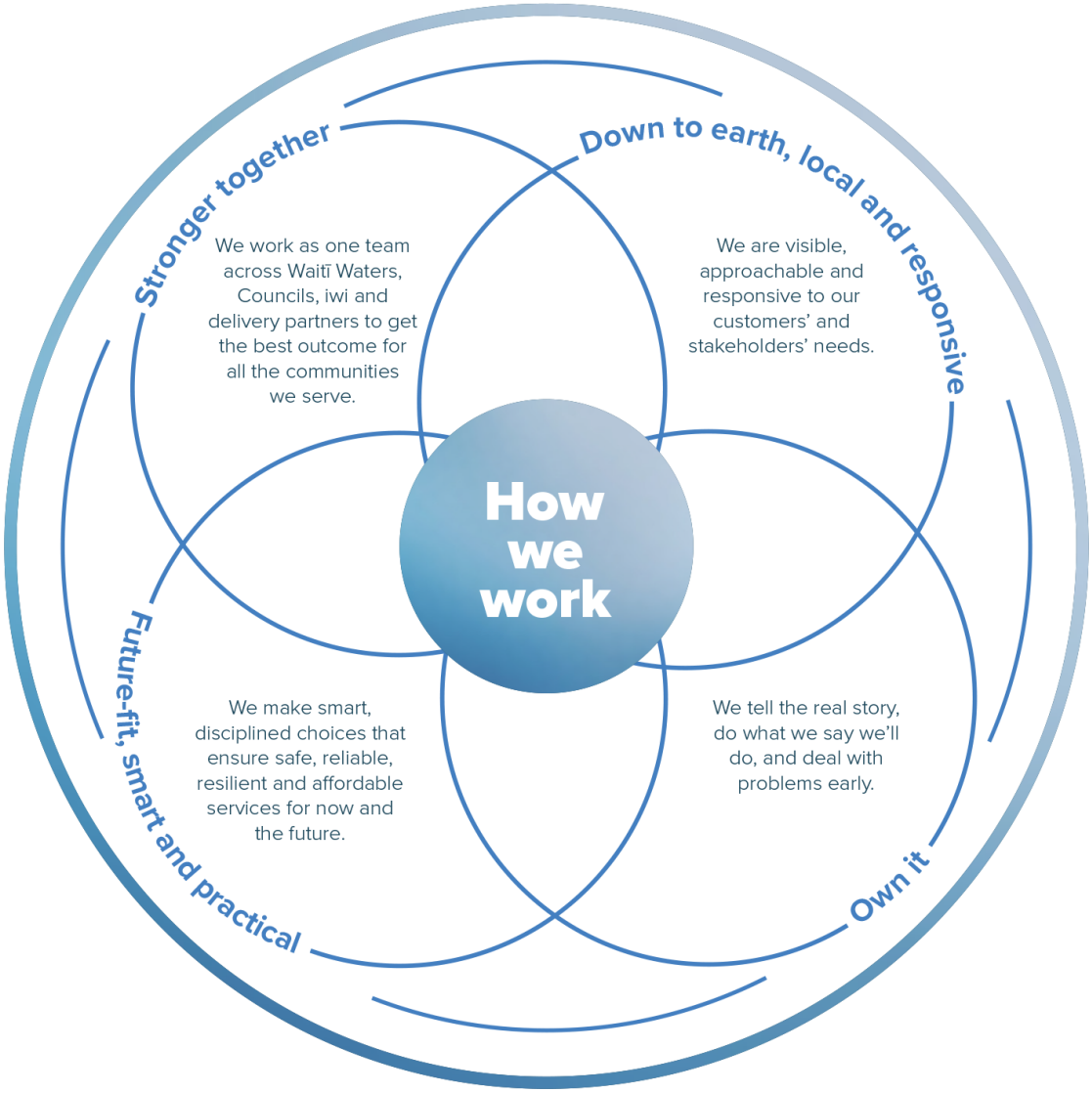
- Relevant tertiary qualification in GIS, geospatial science, information systems, geography, surveying or a related discipline, or equivalent experience.
- Experience administering and supporting enterprise GIS platforms and spatial information systems.
- Experience developing maps, web applications, dashboards and spatial visualisations.
- Experience managing spatial datasets, data quality and information integrity.
- Ability to translate business requirements into practical GIS and spatial information solutions.
- Strong understanding of information management, data governance and data quality practices.
- Experience working with software vendors, service providers and implementation partners.
- Strong analytical, problem-solving and stakeholder relationship management skills.
- Ability to communicate technical information clearly to both technical and non-technical users.
- Commitment to working in partnership with iwi and hapū.

Desirable

- Experience in water services, utilities, infrastructure, local government or a council-controlled organisation.
- Experience supporting asset management, operational or infrastructure information systems.

- Experience with mobile GIS, field data collection or asset information management solutions.
- Knowledge of spatial analytics, system integrations and business intelligence tools.

How we work



Changing this position

Waitī Waters is a new organisation, and roles are expected to evolve as the organisation matures. Waitī Waters may, from time to time, make reasonable changes to this position description in consultation with the position holder.