

# Angela C. Smith

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## SUMMARY

I am an efficient, detail-oriented Geographic Information Systems professional with a consistent record of meeting and exceeding requirements interested in obtaining a professional position in which I can enhance organization knowledge and operations through the use of GIS.

## EDUCATION

### Certificate in Geographic Information Systems (GIS)

*Certificate awarded May 2012*

Austin Community College-Austin, Texas

Current GPA: 4.0/4.0

- Course Emphasis in ArcGIS 10 software package, Cartography, and GIS project management

### Bachelor of Arts (BAIS) in International Studies

*Degree awarded May 2010*

Texas State University-San Marcos, Texas

GPA: 3.73/4.0

- Course Emphasis in International Relations, including: Political Geography, Population Geography, Economic Geography, International Conflict and Security, History of U.S. Foreign Affairs, Spanish
- Dean's List: Spring 2009, Fall 2009, Spring 2010; Member of the Golden Key Honour Society

## SKILLS OVERVIEW

- 3.5 years of practical experience with the ArcGIS Desktop 10 software package and various extensions
- Ability to develop spatial analysis workflow to solve a problem or answer a question
- Integration of ArcGIS with external software, most notably Microsoft Access and Microsoft Excel
- GIS data creation skills, including georeferencing, heads-up digitizing, COGO, geocoding, and various editing tools
- Knowledge of cartography, including, but not limited to: design objectives, thematic design, coordinate systems, projections, scale, and cartographic conventions and theories
- Experience with the functions of feature classes, domains, and subtypes in the use of geodatabases in the management of data, as well as the importance of supplementary thorough and accurate metadata
- Understanding and utilization of GIS project management workflow, including the ability to assess data acquisition methods, the best end-product for customer needs, and the development of project management documentation

## PROFESSIONAL EXPERIENCE

Central Texas Council of Governments-Belton, Texas

*November 2012-present*

### GIS Technician

- Handle mapping and data requests from member and external entities
- Perform internal GIS data maintenance duties
- Work with KTMPO planning team to progress various planning programs and GIS capabilities
- Maintain centralized transportation project database

Temple College-Temple, Texas

*January 2014-present*

### GIS Adjunct Instructor

- Instructor for hybrid (traditional and online blend) course GISC 1311: Introduction to GIS
- Develop lectures, class exercises, and semester project

Travis County, Transportation and Natural Resources-Austin, Texas

*February 2012-October 2012*

### GIS Specialist Intern

- Created map series for the Land, Water, Transportation, and Population portion of the Travis County Comprehensive Plan
- Completed map requests for a variety of departments within Travis County
- Performed GIS data maintenance duties, including creating new data and updating data by various techniques

TrustTexas Bank-Kyle, Texas

*October 2009-October 2012*

### Assistant Branch Manager/Relationship Banker

- Communicated and oversaw daily branch operation duties to staff and reported to corporate staff
- Maintained and increased customer relations by making weekly business sales calls to new and existing customers
- Translated customer needs to solutions by offering the most beneficial product to each customer
- Completed, reviewed for accuracy, and processed new account documentation to appropriate departments
- Selected by corporate-level staff to design the visual layout of newly-launched website