



OGSR Library - GIS and Database Assistant

The Oil, Gas & Salt Resources Library ([OGSR Library](#)) has summer work experience opportunities for students or recent graduates in **GIS** or **geography**. Successful Candidates will join the primary provider of data to the Ontario petroleum and subsurface industries to support the industries in the crucial role of collecting, processing, cataloging, and querying vital documents and physical samples. Work experience will likely include GIS, data management, 3D modelling, geology and industry training, industry tours, and field trips. Candidates will have the opportunity to learn a great deal about Ontario's sedimentary geology, petroleum industry, data management, and a wide variety of software including specific industry software.

Compensation and duration of the position are:

- \$21.00 / hour for a duration of 14 weeks.

The successful candidate will work with a small team of geology, GIS, and data management professionals. Team members have frequent interactions with the petroleum industry, government geologic surveys, and other agencies.

Responsibilities:

- Work with ESRI ArcGIS, QGIS, and other GIS software to produce maps and query data
- Organize, maintain, and catalogue Library databases, both physical and digital
- Use custom database applications to enter and correct data
- Publish datasets, maps, and articles to website, social media, apps, and other outlets
- Create custom map and 3D printed products for clients upon request
- Help library clients and the public search, aggregate, and retrieve data and rock samples
- Automate processing of database and image assets
- Assist in the maintenance and delivery of technical assets such as relational databases, websites, and electronic file systems and backups
- Maintain the library, laboratory, and sample processing areas in a safe and orderly condition

Qualifications

- Experience with GIS products, GIS practices and principles or data science practices
- Knowledge of and the ability to use, organize, document, and maintain structured data
- Ability to produce and process graphics and design layouts, especially cartographic
- Some knowledge of computer scripting (e.g. Python, JavaScript, PHP, SQL, PowerShell, C#, GDScript) and web frameworks would be beneficial
- Some 3D modelling skills, VR, or 3D printing skills would be beneficial
- Strong organizational and problem-solving skills

Please email your resume and cover letter to info@ogsrlibrary.com by **May 2nd, 2025**. Selected candidates will be contacted for interviews.

Work will take place on-site at the OGSR Library laboratory and warehouse at 669 Exeter Rd. in London.

Thank you for your interest and we look forward to hearing from you!

Learn about OGSR Library on [our website](#), [youtube](#), or [newsletter](#).