

MAJOR FUNCTION

This is technical work in civil engineering and land surveying performed in the field. Assignments are performed with independence, performed under general supervision, and are subject to review by an employee of a higher level during progress and upon completion through oral and written reports and by observation.

ESSENTIAL AND OTHER IMPORTANT JOB DUTIES**Essential Duties**

Performs surveying duties under the direction of the Survey Party Chief. Sets up and operates transit or theodolite to locate lines, points, and angles to establish the relationships of surface features with each other by angles, elevations, and distances. Sets up, adjusts and operates surveyors level to secure or establish elevations and points above a given datum plane. Uses hand level for rough leveling work and slope staking as required. Sets up and operates electronic distanced measuring devices to measure distances and establish lines and points. Directs the maintenance of survey equipment and vehicles by survey crew. Performs related work as required.

Other Important Duties

May prepare and record survey field data. May direct the work of survey crew members, in the absence of the party chief, in performing field work. Performs related work as required.

DESIRABLE QUALIFICATIONS**Knowledge, Abilities and Skills**

Considerable knowledge of the terminology, methods, practices, and techniques of land surveying and civil engineering. Considerable knowledge of bearings, azimuths, and angles. Knowledge of mathematics, trigonometry and geometry as applied to the use of the basic principles of land surveying, particularly as applied to road and utility work. Knowledge of the use of basic and routine surveying formulae for simple surveying and calculations. Knowledge of the principles, materials and methods of road and underground utility construction. Knowledge of the basic principles of land surveying as related to construction. Knowledge of field note keeping. Ability to make routine land surveying computations. Ability to interpret field notes. Ability to operate, adjust, maintain and make minor repairs to survey equipment. Ability to perform precise survey work and to record and reduce field data. Ability to assign and coordinate the work of a small survey crew. Ability to convert and perform computations involving bearings, azimuths and angles. Ability to read and interpret engineering plans and specifications. Ability to understand and follow complex oral and written instructions. Ability to keep coherent records and make reports. Ability to follow oral and written instructions without immediate supervision. Skills in the care and use of survey equipment and instruments.

Minimum Training and Experience

Possession of a high school diploma or an equivalent recognized certificate and four years of technical survey experience; or an equivalent combination of training and experience.

Necessary Special Requirements

Must possess a valid Class E State driver's license at the time of appointment.

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