



Job Description

Job Title: Project Land Surveyor

Summary: Project-level work that requires the knowledge of surveying principles, processes, equipment and software. The Land Surveyor must possess a Professional Land Surveyor's license and knowledge of jurisdictional and company surveying standards in the preparation of survey products.

Duties and Responsibilities include the following. Other duties may be assigned.

1. Communicate effectively with others.
2. Review/interpret field notes, import field data, research relevant survey documents, and perform calculations.
3. Prepare project-related documents, including exhibits, maps, plats, surveys, and legal descriptions, and survey notes.
4. Interpret record drawings.
5. Provide supervision for field and office staff as needed.
6. Manage selected projects (client communications, budget, and schedule).
7. Conduct research, assess level of effort, and prepare statements of work and proposals.
8. Use survey equipment and software as needed.
9. Provide training in areas of professional expertise as requested.

Qualifications: To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Education/Experience: Bachelor's degree from a four-year college or university and six years of related experience; or equivalent combination of education and experience.

Language Ability: Ability to read, analyze, and interpret technical procedures and jurisdictional surveying standards. Effective communication skills both verbal and written are required.

Reasoning Ability: Ability to solve practical problems and deal with a variety of concrete variables in situations where only limited standardization exists. Ability to interpret a variety of instructions furnished in written, oral, diagram, or schedule form.

Computer Skills: To perform this job successfully, an individual should have knowledge and skills to effectively utilize surveying and drafting software (i.e. AutoCAD, MicroStation, Trimble Access or Survey Pro and Trimble Business Center), network

drives, email, use of internet browsers, and management systems as dictated by project requirements.

Certificates and Licenses: Valid Driver's License required; must possess a Professional Land Surveyor's license certified by the state of Oregon and must be in good standing with the Oregon State Board of Examiners for Engineering and Land Surveying (OSBEELS).

Work Environment: The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job.

Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

The noise level in the work environment is usually moderate but occasionally can be high.

While performing the duties of this job, the employee is occasionally exposed to outdoor weather conditions.

The employee is occasionally exposed to work which takes place near traffic, moving mechanical parts and heavy equipment.

Physical Demands: The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required to stand; walk; sit; use hands; reach with hands and arms; and talk or hear. The employee is occasionally required to stoop, kneel, crouch, or crawl. The employee must occasionally lift and/or move up to 30 pounds.

Specific vision abilities required by this job include close vision, distance vision, peripheral vision, depth perception and ability to adjust focus.

When visiting sites personnel are required to wear appropriate PPE. Certain work sites will require the wearing of hard hats and safety glasses which will be provided by the company. Safety vests and shirts are required for all work sites.