

NATURAL RESOURCES SURVEY ASSISTANT

DESCRIPTION: Under general supervision performs geodetic survey duties; performs related work as required.

EXAMPLES OF WORK: (A position may not be assigned all the duties listed, nor do the listed examples include all the duties that may be assigned.)

Operates dual and single frequency geodetic quality Global Position System (GPS) receives.

Locates and copies records for survey information as required.

Drafts/hand-draws corner or control-point tie descriptions from field notes by making a drawing of control-point corner location and by placing pertinent information on the form.

Performs calculations with calculators using trigonometry and geometry.

Draws preliminary location maps.

Researches survey records, following specific directions of the Section Supervisor.

Checks and records preliminary geodetic and other surveys for completeness and/or accuracy, including alignment, stationing, levels, cross-sections, by using a calculator.

Determines best method and proper tools for excavation; excavates material for location of corners and control points.

Sets tripods, receiver, range poles, and other survey instruments, reflectors, etc. over traverse points, control points or section corners for sights to measure angles and distances necessary, as directed by instrument operator or survey-leader.

Sets ground control for photogrammetric surveys by physically placing photo targets.

Assists in locating government land corners, triangulation and benchmarks.

Sets sights for traverse network by setting range poles and tripods.

Sets prism for high accuracy distance measurement.

Runs level rod for precise levels.

Assures all the supplies and equipment are available and ready for use.

Enters benchmark information into database; checks entered data for accuracy.

NATURAL RESOURCES SURVEY ASSISTANT (continued)

FULL PERFORMANCE KNOWLEDGE, ABILITIES AND SKILLS REQUIRED: (These may be acquired on the job and are needed to perform the work assigned.)

Knowledge of: basic land surveying techniques; State Plane Coordinate System; location of survey records within the Nebraska Natural Resources Commission.

Ability to: interpret legal descriptions, determine accuracy of survey by using a calculator; download and operate GPS receivers.

Skill in: accurately measuring and computing angles, distances and elevations; drafting techniques; the use of hand-held calculators for computations of survey data; coding and inputting survey data..

ENTRY KNOWLEDGE, ABILITIES, AND SKILLS REQUIRED: (Applicants will be screened for possession of these through written, oral, performance, and/or other evaluations.)

Knowledge of: plane coordinates, geodetic coordinates, trigonometry and geometry principles, basic surveying principles.

Ability to: set up traditional and automated surveying equipment; use shovels, picks, and corn knives in a safe and effective manner.

Skill in: using hand-held calculators; basic computer operations.

JOB PREPARATION GUIDELINES: (Entry knowledge, abilities, and/or skills may be acquired through, BUT ARE NOT LIMITED TO, the following coursework/training and/or experience.)

Any combination of training and/or experience that will enable the incumbent to possess the required knowledge, abilities and skills. A general qualification guideline for positions in this class is high school education or equivalent AND education or experience in civil surveying.

SPECIAL NOTE

Valid drivers license required.

Some overnight travel may be required.