

NATURAL RESOURCES GEODETIC SURVEY CREW LEADER

DESCRIPTION: Under general supervision provided by the section supervisor, is responsible for conducting surveys to set ground control for geodetic surveys; performs complex geodetic survey duties; supervises the survey crew and/or assigned staff; 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.)

Supervises assigned survey technicians.

Supervises a survey party engaged in all aspects of geodetic and hydraulic surveying activities.

Reviews employees' time reports.

Directs the crew in locating government triangulation and bench marks; verifies these locations for accuracy.

Coordinates reconnaissance for traverse network of ground control by directing the activities of others.

Locates area for project benchmark location and decides proper way to perform surveys.

Takes notes for all field survey information such as angles, levels, distance measurements and other notes.

Documents progress of all surveys.

Trains co-workers in proper survey procedures and techniques and on computer programs used for surveys.

Responsible for mission planning of Global Positioning System (GPS) surveys.

Performs final checks and final computations for Geodetic Surveys.

Supervises the checking and reducing of geodetic and preliminary survey field notes.

Modifies State Plane Coordinates for mapping work.

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

Knowledge of: supervisory and personnel practices; agency rules and regulations; all aspects of geodetic and GPS survey principles, techniques and procedures for both field and office including planning and coordination; computations related to the field of surveys.

Ability to: plan, organize and coordinate the activities of staff as they related to traditional geodetic and GPS surveys; interpret survey requests; communicate effectively with office and field personnel.

NATURAL RESOURCES GEODETIC SURVEY CREW LEADER (continued)

Skill in: verbal and written communication; conflict resolution; organization; use of high precision survey equipment; directing and/or instructing others.

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

Knowledge of: survey principles and practices, policies, and procedures; computer program applications; GPS operations and procedures in the field and office; department personnel rules and regulations.

Ability to: operate and train others in the use of survey equipment including conventional and electronic instruments and computers (hardware and software); determine accuracy of geodetic survey by using computers and calculators; plan and coordinate GPS survey activities, download, process and generate coordinates from GPS data; supervise others.

Skill in: operating high precision survey instruments; organizing the logistics and execution of field surveys including planning, scheduling and interpreting survey requirements; communicating clear and precise instructions to others.

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.