

Title: Survey Mapping Technician III
PG: 40
Status: Civil Service
Position Reports to: Professional Surveyor and Mapper
Department: Public Works

Class Code: 3045
Date: 09/08

GENERAL DESCRIPTION OF CLASS:

This is highly skilled, advanced technical work in the fields of civil engineering and land surveying utilizing state of the art methods, procedures and/or instruments. Work involves independent performance of a variety of complex technical assignments requiring the application of technical methods and procedures and the proficient use of the tools, equipment and instruments of the technical specialization. Work may be performed independently or involve supervising technical subordinates performing technical tasks. Duties include developing and coding programs for microcomputers and otherwise creating and processing data. Work is assigned with general instructions and specific objectives by a professional supervisor who provides assistance on major problems and reviews work for results obtained.

ESSENTIAL FUNCTIONS:

1. Serves as party chief on all types of surveys related to plans development and project construction.
2. Develops microcomputer programs to assemble and analyze engineering data.
3. Performs complex engineering and surveying computations associated with surveying.
4. Performs construction, design, right of way, topographic and "as-built" surveys.
5. Prepares survey notes for drafts person and record retention.
6. Explains and instructs subordinate technicians in the principles and practices of surveying.
7. Supervises and assigns work duties to subordinates.
8. Reads and interprets plans.
9. Operates the various equipment and instruments involved in land surveying.
10. Reviews the results of surveying assignments for accuracy and completeness.

ADDITIONAL RESPONSIBILITIES:

1. Performs related work as required.

KNOWLEDGE, SKILLS & ABILITIES:

1. Considerable knowledge of mathematics and methods, techniques and instruments used in location and construction surveys.
2. Considerable knowledge of the capabilities, programming techniques and applications of microcomputer and peripheral equipment and ability to develop or adapt computer programs to specific public works functions.
3. Knowledge in the use and care of the sophisticated survey instruments such as electronic total station, global positioning system receiver, as well as other equipment used in surveying.
4. Knowledge of methods, materials, and equipment used in traffic control work.
5. Knowledge of the roadway and utility systems within the City.
6. Highly skilled at reading and interpreting detailed plans and specifications.
7. Skilled at perceiving physical and spatial relationships.
8. Skilled at establishing and maintaining working relationships with co-workers, other city employees and the general public.
9. Skilled at communicating effectively, both verbally and in writing.
10. Skilled at plotting field survey notes
11. Ability to acquire confined space certification.
12. Ability to perform manual tasks involving physical strength and continuous outdoor activity.

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WORKING ENVIRONMENT/CONDITIONS:

Requires sedentary work that involves walking or standing some of the time, exerting up to 10 pounds of force on a recurring basis and up to 40 pounds occasionally with routine keyboard operations, operation of City general purpose vehicles (automobile or pick up truck), some job duties may be performed in an office environment while other duties may require field work at various outdoor job sites.

The job risks exposure to no significant environmental hazards, and occasional exposure to extreme noise levels, dusts pollen, bright or dim lights, extreme cold or heat, wet or humid conditions, fumes, noxious odors.

The job requires normal visual acuity, and field of vision, hearing, speaking, color perception, sense of smell, depth perception, and texture perception.

QUALIFICATIONS (EDUCATION, TRAINING AND EXPERIENCE):

1. High School diploma or equivalent.
2. Four (4) years of surveying experience including three (3) years experience with transit, level, theodolite, total stations, data collectors and other surveying instruments.
3. An equivalent combination of education and experience that is determined to be directly related to the foregoing specific requirements may be substituted.
4. Completion of City University Level one (1) or completion within twelve (12) months.

SPECIAL REQUIREMENTS:

1. Must possess and maintain a valid state of Florida driver's license.
2. May be required to work overtime, or alternate hours, as necessary for the efficient operation of the department. Position may be designated as Mission Critical by Department Director.