

Title: Survey Mapping Technician
PG: 29
Status: Civil Service
Position Reports to: Professional Surveyor and Mapper
Department: Public Works

Class Code: 3043
Date: 09/08

GENERAL DESCRIPTION OF CLASS:

This is moderately advanced technical work in the fields of civil engineering and surveying involving the use of state of the art surveying methods, procedures, and/or instruments. Work is performed under the immediate supervision of a technical supervisor who provides specific instructions and assistance when needed and reviews completed work for accuracy, completeness and results obtained.

ESSENTIAL FUNCTIONS:

1. Serves as crew member in electronic data collection work for surveys.
2. Operates surveying instruments such as level, transit, theodolite, total station, global positioning receiver system receivers, and electronic data collector.
3. Sets survey points in the process of establishing horizontal and vertical control.
4. Establishes grade and alignment controls from construction plans for field layout work.
5. Assists in performing complete topographic and construction layout surveys.
6. Controls the direction of traffic patterns and places signs and barricades in compliance with MUTCD.

ADDITIONAL RESPONSIBILITIES:

1. Acts as instrument person in absence of a higher level technician.
2. Performs related work as required.

KNOWLEDGE, SKILLS & ABILITIES:

1. Knowledge of basic mathematics, trigonometric functions and formula used in surveying.
2. Knowledge of the instruments, equipment, material and techniques used in surveying.
3. Knowledge of the applications and use of a microcomputer system.
4. Knowledge of methods, materials, and equipment used in traffic control work.
5. Skill in the use of instruments and equipment used surveying.
6. Ability to acquire confined space certification.
7. Ability to plot survey notes using Computer Aided Design and Drafting (CADD) and similar software.
8. Ability to read and interpret simple maps, plans and specifications.
9. Ability to perceive physical and spatial relationships.
10. Ability to communicate effectively, both orally and in writing.
11. Ability and physical agility to perform various strenuous physical tasks in all weather conditions and terrain.
12. Ability to establish and maintain an effective working relationship with co-workers, other City employees, and the general public.
13. Ability to become familiar with the roadway systems and utility systems within the City.

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

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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 its equivalent.
2. Two (2) years of experience in topographic and construction surveying, including one (1) year of experience in the use of level, transit and other instruments and equipment associated with surveying.
3. An equivalent combination of education and experience that is determined to be directly related to the foregoing specific requirements may be substituted.

SPECIAL REQUIREMENTS:

1. Must possess and maintain a valid State of Florida drivers 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.