

**POSITION TITLE:**

Professional Land  
Surveyor

**GENERAL FUNCTION:**

Under the direction of the Director of Surveying Services, the Professional Land Surveyor uses specialized equipment to measure and mark property boundaries, calculate the dimensions, elevations, shapes, and contours of sites for public, government, and private development.

**DEPARTMENT:**

Survey

**ESSENTIAL DUTIES & RESPONSIBILITIES:**

**INCUMBENT:**

**Measure Distances and Angles on Properties** - to support a variety of activities and establish legal property boundaries. Use specialized equipment such as global positioning system (GPS), total station, and geographic information system (GIS) devices to gather accurate data regarding a property's boundaries, easements, and contours.

**REPORTS TO:**

Director of Surveying  
Services

**Perform Mathematical Calculations** - to determine slopes and measurements of properties and segments of land. Primarily rely on geometric calculations while determining both property sizes and elevations.

**DATE:**

October 2021

**Delineate Boundaries and Reference Points** - determines established boundaries based on previous surveys and records, marking these reference points or landmarks to aid in the measurement and calculation process. As well as boundaries that they have identified on the property itself.

**Develop Land Survey Reports and Guidelines** - prepares detailed reports for project managers and construction crews. In this aspect of the role, the surveyor ensures that their survey reports are highly accurate and contain all the necessary information to establish legal boundaries and support development activities or the sale or transfer of the parcel of land.

**Conduct Historical and Legal Property Research** - consult historical maps and surveys, along with legal documents relating to the parcel of land they are measuring, to determine current boundary information and historical surveying activities on the property. Analyze the field work and the field work and the records research to determine the boundary of the property.



## QUALIFICATIONS / SKILLS AND ABILITIES:

- Bachelor's degree in a related field. Previous work under a Licensed Surveyor. Fundamentals of Surveying (FS) and Principles and Practice of Surveying (PS) Certifications.
- **Measuring skills** – extensive experience performing complex measurements, specifically those related to elevation and angles as well as distances.
- **Mathematics** – this role requires many mathematical calculations, should be skilled with geometry and trigonometry.
- **Research skills** – frequently need to consult historical and legal records, should possess excellent research and data-gathering skills.
- **Attention to detail** – this role requires a high level of attention to detail, since many people rely on the accuracy of measurements and calculations for construction projects, mineral resource claims, and land sales.
- **Communication skills** – effective written and verbal communicators.

## PHYSICAL DEMANDS:

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

Employee is regularly required to use hands and fingers, handle, or feel; reach with hands and arms; climb or balance; and talk or hear. The employee frequently is required to stand, walk, stoop, kneel or crouch. The employee is required to sit. Employee must be willing to work in varying weather conditions and temperatures. The employee must regularly lift and/or move up to 10 pounds, and occasionally move up to 50 pounds. Specific vision requirements include close vision, distance vision, color vision, peripheral vision, depth perception, and ability to focus.

## WORK ENVIRONMENT:

Characteristics of the work environment are representative of those that may be encountered by an employee while performing the essential functions of the job. Reasonable accommodations may be made to enable individuals with disabilities to perform essential functions.

We understand and mutually accept that the above description and supplement represent our agreements as to the job to be performed.

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Employee

Date

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Supervisor

Date

