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POSITION POSTING

Date: February 8, 2018
Position: Survey Intern
Department: Engineering
Location: Main Office- New Philadelphia, Ohio
FLSA Status: Non-Exempt
Salary Rate: \$13.00 per hour
Hours: Variable, Up to 40 hours per week

Job Summary: Under the direct guidance of the Geospatial Program Manager, the Survey Intern shall assist in the data collection and development of the MWCD and Chippewa Sub-district GIS data sets, coverages, and databases. Duties include collecting field data, reading and interpreting source documents, such as civil engineering plans and plot maps. Enters required data and updates into the AutoCAD and GIS systems.

Essential Duties: Surveys and maps Conservancy District facilities such as, but not limited to, water, electric, gas, cable and sewer lines, leased area boundaries and roads for construction projects and record files. Collects data via a Total Station, RTK or hand-held GPS to be utilized by the design staff. Operates computer workstation to update maps as new data is received. Conducts mapping research in the field and in the office to resolve conflicting information and ensure data accuracy. Utilizes engineering drawings, plat maps, land use maps, aerial photography and digital imagery. The Surveyor Intern is required to interact with the public occasionally and will act as primary point of contact when acquiring MWCD/Chippewa Sub-district assets in easements on private property.

Qualifications: Currently enrolled in one of the following programs: Associates Degree or Bachelor of Arts or Science in Geography, Surveying, GIS, Cartography or similar discipline is required. College level coursework in ESRI production software with specific concentration in ArcGIS 10 or higher. Working knowledge and experience in converting construction drawings/updates from physical maps to the GIS system; possess solid written and oral communication skills. Knowledge of cartographic principles, GIS standards and metadata, datums, projections, and coordinate systems is required.

Deadline: 3/11/2018

Job Posting URL: <https://www.mwcd.org/essential-information/employment-opportunities?gnk=job&gni=8a7887a8612bf79601617617c8184c43&gns=Other>

If you are interested in applying for this position, log on to www.mwcd.org and find the Employment Opportunities link at the bottom of the homepage. Once you have clicked on this link, find the Survey Intern link under Engineering openings. Click on the job title and complete the online application process. A full position description is available upon request. If you have any questions, feel free to call Mary Burley at (330) 343-6647 or toll-free at (877) 363-8500, extension 2224, or Michael Mahaffey at (330) 343-6647 or toll-free at (877) 363-8500, extension 2223.