
JOB DESCRIPTION

Duties: The duties and responsibilities include, but are not limited to, the following:

- Coordinate crew's work assignments with Senior Project Manager.
- Lead survey crew's day-to-day activities such as performing surveys including, but not limited to, boundary, topographic, construction layout, and ALTA surveys.
- Perform assignments such as adjusting and correlating data, recognizing discrepancies in results, and making corrections accordingly.
- Interpret construction documents to provide accurate construction layout.
- Conduct courthouse research of plats, deeds, maps, etc.
- Coordinate/compose fieldwork strategies, selecting known survey reference points, and determining the precise location of important features in the survey area.
- Compile notes, make sketches, and enter data collected into the computer.
- Record survey results and verify accuracy.
- Prepare plats, maps and legal descriptions.
- Communicate data results to internal personnel.
- Maintain, repair and calibrate equipment
- Setup Data Collector to do auto line work
- Job scoping/Proposal Writing

Education, Training, and Certification Requirements

- 15+ years of experience
- Personal computer skills and knowledge of Word, Excel, and Outlook.
- Proficiency with AutoCAD (preferably Civil 3D) and Land Development Desktop 2019 and Carlson 2019.
- State of Ohio Licensure mandatory, Commonwealth of Kentucky highly preferred.

Salary negotiable dependent upon qualifications and experience.

Interested candidates may send their resume to BEvans@StarSourceStaffing.com.