

## **Surveying Technician III - Party Chief**

Vaughn & Melton Consulting Engineers, Inc. is seeking Surveying Technicians III - Party Chief for our: Charleston and Spartanburg, SC, Asheville, Boone, Charlotte, NC locations. The Surveying Technician III - Party Chief is responsible for performing surveying and mapping duties, under the direction of a surveyor, to obtain data used for construction/Plans, Routes, boundary location, or other purposes, and may calculate information and create maps from source data, such as surveying notes, aerial photography, GPS data, or other maps to show topographical features, political boundaries, and other features. May verify accuracy and completeness of topographical maps.

### **ESSENTIAL FUNCTIONS**

- Provide data relevant to the shape, contour, location, elevation, or dimension of land or land features.
- Compile geographic, political, and cultural information and prepare maps of large areas; record the results of surveys, verify the accuracy of data, and prepare plots, maps, and reports.
- Collect data and Field notes in the field for use in performing computations and computer-aided drafting.
- Research legal records, look for evidence of previous boundaries, and analyze the data to determine the location of boundary lines.
- Understand the use of Global Positioning System (GPS), conventional/robotic Total Stations, conventional/digital levels and data collection software for surveying. (Trimble Access and TDS)
- Accompanies and oversees work of field crew, conducting complete assignments or portions of a large and diverse project while organizing field operations and collecting data to ensure efficiency and accuracy.
- Reviews project specifications and confers with surveyor concerning assistance required such as plan preparation, and evaluation of field conditions, design changes, and reports.
- Performs non-routine assignments involving substantial variety and complexity
- Performs supervisory responsibilities on a survey crew specific basis.
- Other tasks as required and directed.

### **POSITION QUALIFICATIONS**

- Accountability - Ability to accept responsibility and account for his/her actions.
- Accuracy - Ability to perform work accurately and thoroughly.
- Communication, Oral - Ability to communicate effectively with others using the spoken word.
- Communication, Written - Ability to communicate in writing clearly and concisely.

- Deductive Reasoning - Ability to apply principles of logical or scientific thinking to a wide range of intellectual and practical problems.
- Detail Oriented - Ability to pay attention to the minute details of a project or task.
- Initiative - Ability to make decisions or take actions to solve a problem or reach a goal.
- Leadership - Ability to influence others to perform their jobs effectively and to be responsible for making decisions.
- Organized - Possessing the trait of being organized or following a systematic method of performing a task.
- Safety Awareness - Ability to identify and correct conditions that affect employee safety.
- Technical Aptitude - Ability to comprehend complex technical topics and specialized information.
- Time Management - Ability to utilize the available time to organize and complete work within given deadlines.
- Adaptability - Ability to adapt to change in the workplace.

## **SKILLS & ABILITIES**

- **Education:** High School Graduate or General Education Degree (GED): Required. 2 or 4 year surveying degree: Preferred.
- **Experience:** 3 plus years of Party Chief experience
- **Computer Skills:** Ability to use applicable software programs required for gathering field data and organizing data for submission to the Land Surveyor. Uses Computer Assisted Drafting software.
- **Other Requirements:** Ability to apply common sense understanding to carry out instructions furnished in written, oral, or diagram form. Ability to deal with problems involving several concrete variables in standardized situations. Ability to apply concepts of basic algebra, geometry and trigonometry.
- Must have and maintain valid driver's licenses.
- Applicant will submit to drug tests and background checks.
- Applicant must be able and willing to work outdoors in all weather conditions and on any terrain.

