

## **Entry Level Land Surveyor Technician**

### **Duties, Responsibilities & Other**

- Carry out a range of surveying assignments while learning the methods of work.
- Assist Party Chief as directed to complete surveys.
- Maintain survey equipment and survey vehicle inventory.
- Assist with maintaining records, preparing reports and other nonessential functions as required.
- Work in a safe manner and obey all safety regulations.

### **Qualifications**

- High School Diploma or GED required.
- Minimum of 0 - 2 years of experience required.
- Pre-employment drug screening is a condition of employment. Background and motor vehicle checks may be required based upon position.

### **Performance Expectations**

- Participate in cross - training as requested to build a stronger team
- Communicate your work flow needs to your team and to your supervisor
- Accurately records and reports daily forms per project requirements
- Communicates effectively with client, contractor, staff, and supervisor
- Proactively resolves problems at the lowest level
- Adheres to project scope, schedule, and budget
- Reviews all work for completeness and accuracy prior to submitting
- Submits accurate time sheets, mileage and expense reports on time each week
- Reviews jobsite safety daily and takes immediate action to document and resolve issues
- Understands OSHA Safety Standards and KCI corporate policies and follows them at all times
- Accurately record and report your work each day on the forms provided
- Inspect and correct your own work before turning it in
- Perform all task assignments using required industry standards
- Review all work assigned to you before beginning your work
- Understand all applicable industry standards for your assigned tasks
- Work with your team to maximize your production and accuracy to help us achieve our goal
- Has the specific knowledge to perform all duties
- Maintains all required certifications and participates in training courses as required
- Understands all applicable industry standards for project and performs all tasks per standards and client requirements
- Comply with all KCI policies and procedures
- Performs other duties as assigned