

Job Information

Job title	Survey Technician	Job Code: SURVA	Pay Grade: G
Title of immediate supervisor	Engineering Supervisor, Surveys		
Department/Division	Engineering / Water Resources		
Prepared by	Lesley Hatch		
Date Created	April 7, 2015	Revised date	April 1, 2020

Job Purpose

Supports various types of surveying activities and performs survey-related calculations, field work and computer-aided drafting. Uses and maintains survey equipment and vehicles.

Duties and Responsibilities

- Assists in completion of survey projects or undertakes independent survey projects as assigned.
- Operates all survey equipment at a working level.
- Maintains and recommends servicing for all types of survey equipment to ensure accuracies are maintained for operational needs.
- Maintains survey vehicle condition to appropriate standard and adequately stocks with supplies.
- Maintains and updates Saanich corporate integrated survey monuments network as directed.
- Undertakes engineering preliminary surveys, cadastral mapping surveys, cadastral ties, construction survey layout, service connection as-constructed record surveys, as-constructed infrastructure surveys or other surveys using Integrated Survey Control.
- Processes collected field data and raw digital survey data to produce coordinate data and preliminary base drawings in support of engineering designs using AutoDesk and other geospatial data software programs.
- Follows Surveying Best Practices and Section standards for work quality and accuracy to meet assigned time lines.
- Performs work in accordance with municipal Occupation Health and Safety policies and procedures and Work Safe B.C. safety regulations.
- Performs other related duties as required.

Qualifications

- Two year Diploma in Geomatics or Civil Technology.
- Three Months of experience in municipal and/or construction surveying.
- An equivalent combination of education and experience may be considered.
- Valid Class 5 BC Driver's Licence.
- Annual renewal of Driver's Abstract.

Physical Requirements

Sufficient health, physical conditioning, strength, stamina and coordination to permit performance of work.

Working Conditions

Works in an office environment and outside in both urban and rural environments in all types of weather.