

## Survey Technical Assistant I

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### **DEFINITION**

This is an entry level field survey position, requiring basic surveying skills. Employees of this class will typically be the junior member of a field survey crew.

### **COMPLEXITY OF WORK**

Employees of this class are expected to follow a defined set of procedures of a recurrent and limited scope. They typically work under the direct supervision of a Survey Technician I.

### **WORKING CONDITIONS**

Demonstrated ability to perform physical work over the course of an entire day as described below in all weather and terrain conditions, in confined spaces, and as well in areas with ongoing traffic or construction activities.

- Extensive walking
- Pounding of bars or wooden stakes
- Digging activities
- Standing for long periods of time (e.g. operation of a survey instrument)

### **TYPICAL DUTIES**

- Carry survey equipment and supplies to and from the survey vehicle
- Locating required survey marks using axe, shovel and pick.
- Mark with information, flag/paint and pound in wooden stakes, and hold level rods or prism rods as required for survey projects
- Perform flag person duties in traffic areas
- Take measurements to determine offset or heights of instruments
- Participate fully in the corporate OH&S program
- Basic set-up and operation of various survey equipment such as levels, total stations, GPS receivers and laser alignment systems
- Assist in note keeping for technical information or maintaining crew filing system
- Assist in maintaining supplies for the crew (e.g. paint, flagging, charged batteries)
- Other duties as required.

**KNOWLEDGE, ABILITIES AND SKILLS**

- Basic understanding of survey principles and techniques.
- Knowledge of and skilled in the basic operation of survey equipment.
- Ability to perform basic technical calculations and data entry (manual and digital).

**TRAINING AND EXPERIENCE REQUIREMENTS**

- Completion of Grade 12.
- Employees entering this class must have at least one year of relevant survey experience.

\* *This is a class specification and not an individualized job description. A class specification represents and defines the general character, scope of duties and responsibilities of all positions within a specific job classification. It is not intended to describe nor does it necessarily list the essential job functions for a specific position in a classification. Positions may perform some of the duties listed above but this does not necessarily qualify for placement into this classification.*

SURVEY TECHNICAL ASSISTANT I.DOC

Salary Plan	<u>21M</u>	<u>21A</u>	<u>21B</u>	<u>21C</u>
Job Code	0695			
Last Updated:	2007-12			
Previous Updates:	2006-04, 1991-03, 1983-06, 1981-06			
Originated:	1978-11			