

POSITION: Survey Technician I

UTAH COUNTY OFFICE OF HUMAN RESOURCES MANAGEMENT, 100 East Center, Suite 3800, Provo, UT 84606
Phone: (801) 851-8158 ♦ Fax: (801) 851-8166 ♦ Email: humanresources@UtahCounty.gov ♦ <http://www.utahcounty.gov/jobs>

Due to the volume of applications received, we are unable to provide information on application status by phone or e-mail. All qualified applicants will be considered, but may not necessarily receive an interview. Selected applicants will be contacted by the hiring agency for next steps in the selection process. Applicants who are not selected will not receive notification.

JOB ANNOUNCEMENT

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Posting # 3048-0219ksa

REQUIRED ATTACHMENTS TO APPLICATION:

- College transcripts and/or diploma if related to position - internet printouts & photocopies are acceptable
- Required licensure

Grade: 505

STARTING SALARY: Step A: \$19.34 – Step G: \$22.25 per hour / \$1,547.20 - \$1,780 Bi Weekly

Salary will be determined upon experience and or education

Plus benefits package - Step increase available after completing probation and annually thereafter.

OPENING DATE: February 28, 2019

CLOSING DATE: *Open Until Filled

***All applications received by March 14, 2019 will be screened by the HR Office.** Those applicants meeting the specified qualifications will be referred for a hiring interview. The Human Resources Office will continue to consider qualified candidates as needed until the position is filled.

The eligibility list created by this posting may be used to fill current full or part time vacancies and full or part time vacancies and grant funded vacancies that occur within the next two (2) months
For additional information see the job description at - - <http://www.utahcounty.gov/jobs>

JOB SUMMARY:

Surveys County real property and maintains and perpetuates public lands survey monumentation. Analyzes the accuracy of public lands monumentation field data and uses computer-aided drafting (CAD) software to update survey monument tie sheets.

DUTIES INCLUDE:

Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- Maintain survey monument tie sheets including the horizontal and vertical data shown thereon.
- Perform surveying calculations including traverses and level loops for projects involving the maintenance of the public lands monumentation network.
- Use coordinate geometry and other methods to perform analysis of survey data related to the public lands monumentation network to ensure its completeness and accuracy.
- Act as chain-man or rod-man.
- Assist in performing land surveys for maintenance, location, and relocation of section corners through use of GPS equipment and/or conventional surveying equipment.
- Assist with differential level work.
- Assist in performing construction surveys for County roads, bridges, debris basins, buildings, and other properties.
- Assist in performing surveys that define the boundaries of County real property and that establish rights-of-way on County roads.
- Assist in performing surveys to resolve title discrepancies.

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- Perform basic field calculations when requested including closing and adjusting level loops and calculating coordinate data for use in GPS navigation.
- Use a variety of instruments including levels, total stations, and GPS equipment.

EVALUATION AND SELECTION FACTORS INCLUDE:

Knowledge of survey field techniques and survey language

Skilled in reading, writing and basic math

Skilled in using coordinate geometry

Skilled in taking legible notes

Ability to maintain cooperative relationships with those contacted in the course of work activities

Ability to use AutoCAD and other computer programs to create and maintain survey tie sheets with an extremely high degree of accuracy

Ability to use sophisticated GPS equipment, total stations, and other electronic surveying equipment

Ability to plumb range rods and level rods

Ability to use conventional surveying equipment such as rods, chains, tripods, levels and tribrachs

REQUIREMENTS FOR EMPLOYMENT:

Required Education and Experience

1. Equivalent to an Associates Degree in Surveying

Additional Eligibility Qualifications

1. Applicants must possess a valid driver's license and obtain a valid State of Utah driver's license within 60 days of employment
2. Selected applicants may be subject to, and must pass, a background check

Applicants receiving a conditional offer of employment will be required to submit to a pre-employment drug screen and additional background checks as required.

EXAMINATION/SELECTION PROCESS: Individuals interested in the position must submit an official Utah County Government application and required attachments to the Utah County Office of Human Resource Management, 100 East Center, Suite 3800, Provo, UT 84606, by 5:00 PM on the closing date. Additional information will not be accepted after the closing date. The Human Resource Department will screen the applications for minimum qualifications. The selection process will consist of a hiring interview, and may include any one, or a combination, of the following examinations: application and/or supplemental review/rating, written examination, performance test and/or oral examination. The Human Resource Department reserves the right to call only the most qualified applicants to any of the examinations.