



## Salt Lake County Job Description

### Apprentice Survey Technician

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**DEPARTMENT:** Surveyor's Office

**JOB CODE:** 889 **GRADE:** 011

**SALARY PLAN:** TRD

**SAFETY SENSITIVE:** No

**DIVISION:** Surveyor/9400

**FLSA STATUS:** Non-Exempt

**EFFECTIVE DATE:** 1/1/2018

#### **JOB SUMMARY**

Under general supervision, performs a variety of tasks related to land and engineering survey work for County projects.

#### **MINIMUM QUALIFICATIONS**

Three (3) years' experience in at least one of the constructions trades or Associate's Degree in Geomatics, Surveying Program, or Civil Engineering.

Must take and pass the Level I certified Survey Technician (CST) exam within the first six months of employment.

#### **ESSENTIAL FUNCTIONS**

*The following duties and responsibilities are intended to be representative of the work performed by the incumbent(s) in this position and are not all-inclusive. The omission of specific duties and responsibilities will not preclude it from the position.*

*Applicants must be prepared to demonstrate the ability to perform the essential functions of the job with or without a reasonable accommodation.*

- Assists in the operation and maintenance of field, office and survey equipment.
- Assists Crew Chief in field calculations, data collection, and evaluation. Maintains complete and accurate survey field notes and assists in entering such notes in the County Surveyors database.
- Assists Crew Chief in the deployment and use of safety equipment and traffic control procedures to insure compliance with federal, state, and county regulations
- Assists in maintaining the accuracy and integrity of Salt Lake County survey control network.
- Assists in the establishment and maintenance of an elevation bench mark system.
- Assists in the monument preservation permit checking process.
- Achieves departmental goals and objectives by working with and sharing information between staff, departmental representatives, the public and other agencies.
- Recovers, manufactures, installs, repairs, references and maintains an inventory of survey monuments and supplies. Coordinates disbursements of monuments.

#### **KNOWLEDGE, SKILLS AND ABILITIES (KSA)**

**Knowledge of:**

- Knowledge of mathematical problem solving, including algebra, geometry and trigonometry.
- Ability to learn and follow instructions and directions
- Ability to learn and incorporate principles, methods and techniques of effective traffic control

**Skills and Abilities to:**

- Use and operate equipment used for surveying, radios, computers, printers, calculators, scanners, digital cameras, and compressor jack hammers
- Operate a motor vehicle
- Hike over a variety of terrain while carrying survey equipment
- Stand, climb, bend, squat, kneel, or twist while performing survey tasks
- Communicate clearly and effectively with other crew members and the public
- Read and interpret plans, maps, plats, charts, graphs, and reports

**WORKING CONDITIONS AND PHYSICAL REQUIREMENTS**

Work is normally performed in an outdoor environment with exposure to some physical risk and moderate physical effort. Must be able to push, pull, or lift up to 100 lbs on a regular basis.

Must withstand intermittent exposure to noise, heat, cold, dampness, dust, fumes, traffic hazards, and inclement weather.

**IMPORTANT INFORMATION REGARDING THIS POSITION**

This position is subject to being called to work prior to or after the scheduled shift in response to emergency situations.

Revised Date/Consultant's Initials: 1/1/2018, DW