

SURVEY PARTY CHIEF

DEFINITION

Under general supervision, directs the work of a survey crew employed in topographic, construction, and boundary surveying and related activities.

ESSENTIAL FUNCTIONS INCLUDE BUT ARE NOT LIMITED TO

Performs and supervises routine and skilled technical field and office survey and engineering work as a leader of a small survey crew. Operates basic and sophisticated surveying instruments and directs the setting of monuments, benchmarks and tie points. Makes and/or supervises the making of sketches, notes and calculations. Supervises the maintenance of tools, equipment and supplies. Trains new employees and assists in the performance evaluation of subordinate crew members. Performs other functions as assigned.

DISTINGUISHING FEATURES OF THE CLASS

This is the third level classification in the surveying series. An employee in this classification is responsible for the day-to-day activities of a survey crew but is not a formal supervisor.

MINIMUM BASIC QUALIFICATIONS

Education and experience equivalent to high school graduation including or supplemented by courses in algebra, geometry, and trigonometry and a valid California L.S.I.T. and two years of field surveying experience at a Survey Party Technician II "instrument" level or higher OR four years of field surveying experience, two of which are at a Survey Party Technician II level or higher OR an equivalent combination of training and experience which results in the following knowledge, skills, and abilities.

Knowledge of: the practice, methods and nomenclature employed in topographic, construction and boundary surveying. Knowledge of horizontal and vertical curves. Knowledge of survey and engineering record keeping standards and practices.

Skill in: the use of surveying tapes, rods, levels, theodolites, electronic distance meters, electronic total stations and data collectors.

Ability to: read and understand plans and specifications used in public works projects. Ability to plan and organize daily work schedules. Ability to understand and follow written and oral instructions. Ability to speak clearly and concisely. Ability to establish and maintain effective working relationships with others. Ability to perform precise survey work, make necessary computations and prepare, reduce and file field notes.

SPECIAL REQUIREMENT

Possession of a valid Class C Driver's License is a condition of employment.

SPECIAL WORKING CONDITIONS

Duties involve working out-of-doors under varying climatic conditions and in heavy traffic.

CHARACTERISTICS OF SUCCESSFUL PERFORMERS

The successful performer is a motivating team leader with an orientation toward quality of work product, efficiency, and crew safety. He or she effectively serves both internal and external customers through cooperation with construction crews and eagerness to respond to inquiries from the public.

Class title change from Chief of Party per SACEA MOU 81-83,
effective 7-1-81

Revised: 5/90