

SURVEY OFFICE TECHNICIAN PORT ANGELES WASHINGTON:

This is an excellent full-time opportunity for a motivated Survey/Cad Technician interested in a rewarding career in land surveying! This position assists the Professional Land Surveyor by preparing deliverables including but not limited to: Boundary Surveys, Topographic Surveys, ALTA Surveys, ROW Surveys, Parcel Plats, Subdivision Plats, Control Surveys, Legal Descriptions and Exhibits. The successful candidate will possess the ability to prepare survey drawings and understand and perform such survey computations as necessary to prepare, review and process data to and from field crews. Candidate will provide quality control of drawings prepared by the candidate other similar drawings prepared by others as assigned. This position is an office position but may require occasional field work as instrument person/field chief.

GENERAL RESPONSIBILITIES:

- Research property information and interpret maps & deeds necessary for preparing accurate property descriptions and exhibits
- Prepare various field packages necessary for field crews assignments
- Reduce data from field information and prepare assigned mapping products
- Perform staking calculations as directed
- Prepare Records of Surveys, ALTA surveys and topographic exhibits using CAD software

EDUCATION, SKILLS, AND ABILITIES

- Associate's Degree in Surveying preferred
- Survey drafting experience required with strong technical knowledge of Civil 3D
- Must be experienced in controlling the function of surveying instruments and survey data collectors. Carlson SurvCE, Topcon and TDS a plus.
- Demonstrated comprehensive understanding of land descriptions, boundary calculations, reading construction plans and performing survey calculations.
- Demonstrated knowledge of sources of measurement errors and have thorough knowledge to perform analysis of survey data to ensure completeness, accuracy and precision
- Proficiency with MS Word and Excel are highly desired.
- Possess good interpersonal skills, and effective written and oral communication skills.
- Ability to work on multiple tasks, manage time effectively and work effectively on a team.
- Valid Driver's License and ability to meet company insurability guidelines required.

To apply for this position submit a detailed resume including references to: scott@nti4u.com