

# ***SURVEY CREW CHIEF***

## ***SMH Consultants, P.A.***

*Open until filled*

*Posted January 2024*



SMH Consultants, P.A. (SMH) is a growing 35-year-old civil engineering and land surveying company with primary areas of expertise in land development and surveying. Company-wide, SMH has 35 full-time employees throughout its headquarters office in Manhattan, Kansas and additional offices in Dodge City, KS; Kansas City; and Colorado Springs, CO. SMH is a solid company built on experience and long-lasting relationships with clients. The dedication and commitment to this approach is what sets SMH apart from other competitors. We accomplish this by hiring great employees and providing them a work environment that is professional, relaxed, and fun.

Our company is seeking a permanent **Survey Crew Chief** to work in our **Kansas City (Mission, KS)** office. In this position, the crew chief will coordinate the activities of a field survey party, perform the most technically complex paraprofessional field surveying duties, and other processes as required. They will also be responsible for the effective performance, training, and safety of all members of a field survey party. The Chief will report to a Professional Licensed Land Surveyor that is assigned responsible charge for field survey work. Daily duties and requirements include:

### **Duties:**

- **General Position:** The Party Chief for the field survey crew will be engaged in making plans and /or geodetic surveys for construction, topographic, right-of-way, and control survey projects. The Chief will participate in pre-survey planning meetings with project managers, resident engineers, and contractor representatives as necessary. In addition, the Chief will assign, schedule, delegate, and monitor work, provide input for evaluation of field crew members, and will instruct/train crew members in survey and mapping methods, use of equipment, and field safety procedures.
- **Field Work:** The Chief will gather field survey data through use of conventional and Global Positioning System (GPS) methods, and will set up, adjust, and operate surveying equipment that includes electronic total station, data collectors, and GPS equipment, in order to measure required areas. The Chief will also prepare field notes and drawings, and will perform field surveying for roadways, bridges, and flood control projects, including the installation of construction stakes, tying out existing intersection ties, and locating vertical and horizontal control, right-of-way, monuments, corners, boundaries, and property lines.
- **Data Collection:** The Chief will perform complex surveying calculations using an engineering calculator, laptop, personal computer, and graphics and coordinate geometry (COGO) software, such as AutoCAD-Softdesk. They will analyze raw data for mathematical closure and geometric accuracy, provide survey information for Geographic Information Systems (GIS), and prepare finished grade sheets, topographic maps, records of survey, corner records, and other survey reports.
- **Research & other duties:** The Party Chief will research existing record information, including record maps, plans, deeds, easements, and right-of-way documents, and maintain field data records, survey project files, and indexing systems. The Chief may also perform mapping compliance or other related office survey duties as a temporary assignment in order to satisfy the training/experience requirement for the Professional Land Surveyor License.

### **Requirements:**

- **Work Environment:** This position will be performed outdoors and in an office environment. Such work may be conducted at landfills, construction sites, and in traffic. The Chief may be required to perform moderately strenuous tasks, such as lifting and carrying instruments weighing up to 75 pounds over rough terrain, clearing vegetation, digging holes, and using hand tools to properly place stakes.
- **Knowledge and Best Practices:** The Chief must be familiar and up-to-date of land surveying operations, including boundary determination, legal descriptions, construction, topographic surveying, and GIS. This

also includes field surveying practices and techniques, use and capabilities of survey instruments and other equipment, and the laws, rules, and regulations regarding subdivisions of land, boundary locations, mapping, surveying practices, and the Professional Land Surveyor's Act. The Chief must also be familiar with the principles of algebra, geometry, and trigonometry as used in field survey analysis, technical report writing, and computer assisted surveying applications. While not required, experience with AutoCAD Civil 3D is a plus with this position.

- **Additional Skills:** In addition to the required skills listed throughout this description, the Chief must effectively communicate orally and in writing. They must also maintain cooperative working relationships with City and County staff, engineers, developers, contractors, and the general public.
- **Professional License:** While a Professional Surveying License is not required for this position, we welcome applicants with a license to apply. We also encourage applicants without a license in this position to consider getting licensed if applicable.

Compensation will range from \$55,000 to \$70,000 annually based upon qualifications and experience. Benefits include a 401K retirement plan, paid full time off, health care plan, professional development opportunities and more. We encourage you to apply if you meet our criteria and possess strong organizational and collaborative skills. Learn more about the company at [www.smhconsultants.com](http://www.smhconsultants.com).

SMH Consultants, P.A. is an equal opportunity employer. All employees are hired at-will and subject to a 90-day primary evaluation period.

**If interested, please email a resume and 1-3 references to:**

Courtney Swanson, Marketing and Recruitment Coordinator

[cswanson@smhconsultants.com](mailto:cswanson@smhconsultants.com)

SMH Consultants

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