

LAND SURVEYING AIDE

DEFINITION

Acts as a rod and chain worker and performs other routine nontechnical work in a surveying party making land, topographic, and construction surveys.

TYPICAL DUTIES

Performs routine manual tasks, such as holding a leveling rod; measuring with a tape; and setting, driving, and marking grade and line stakes.
Records measurement data and makes arithmetic computations.
Clears brush from lines of survey.
Assists in establishing and setting property monuments.
Assists in the care and maintenance of surveying instruments and other equipment.
May make simple drawings or tracings of school sites, ground improvements, or related materials.
Operates surveying instruments for training or relief purposes.
May assist in preliminary work such as assembling, reviewing, and plotting data.
Performs related duties as assigned.

DISTINGUISHING CHARACTERISTICS AMONG RELATED CLASSES

A Land Surveying Aide assists in the routine nontechnical work of a survey party and operates surveying instruments for training or relief purposes with detailed instructions from a Land Surveying Assistant or Survey Party Chief.

A Land Surveying Assistant performs skilled set-up and operation of levels, theodolites, electronic total station, and other field surveying instruments without detailed instructions.

An Engineering Aide performs routine tracing, drafting, and lettering; makes algebraic, geometric, and trigonometric computations; assists technical personnel by performing quasi-technical duties related to engineering work; and may be assigned to a field surveying party for training.

SUPERVISION

Immediate supervision is received from a Survey Party Chief and work direction is received from a Land Surveying Assistant. No supervision is exercised.

CLASS QUALIFICATIONS

Knowledge of:

Surveying instruments and processes
High school mathematics, including algebra, geometry, and trigonometry
Surveying nomenclature and conventional symbols
Electronic total station and data collection software
CAD systems such as AutoDesk and Carlson

Ability to:

- Make accurate field measurements with tapes and rods
- Make accurate arithmetic calculations
- Read civil engineering drawings
- Make elementary civil engineering sketches

Special Physical Requirements:

- Stamina to stand and walk for long periods of time
- Agility to climb ladders, walk on construction planks, and move safely in construction sites
- Strength to carry surveying equipment
- Visual acuity to see flags and markers and to read plans and maps

ENTRANCE QUALIFICATIONS

Education:

Graduation from high school or evidence of equivalent educational proficiency.

Experience:

One year of experience in field surveying or closely related civil engineering work. Twelve semester units or the equivalent number of quarter units of college level courses in civil engineering from a recognized college or university may be substituted for the required experience.

Special:

A valid driver's license to legally operate a motor vehicle in the State of California and the use of a motor vehicle, or the ability to utilize an alternative method of transportation.

The class description is not a complete statement of essential functions, responsibilities, or requirements. Entrance requirements are representative of the minimum level of knowledge, skill, and /or abilities. To the extent permitted by law, management retains the discretion to add or change typical duties of a position at any time, as long as such addition or change is reasonably related to existing duties.

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