

IOWA DEPARTMENT OF ADMINISTRATIVE SERVICES ▼
HUMAN RESOURCES ENTERPRISE

LAND SURVEYOR

DEFINITION

Performs, directs, and approves the work of a land survey crew assigned to a Transportation Region; performs related work as required.

The Work Examples and Competencies listed are for illustrative purposes only and not intended to be the primary basis for position classification decisions.

WORK EXAMPLES

Researches official records such as section corner ties, title descriptions, surveyor's records, and original government survey notes for information used in locating land corners.

Directs the determination and recording of exact measurements between land corners, survey centerlines, and random lines to locate existing land corners or re-establish lost land corners.

Contact landowners to obtain permission for survey crew to enter their property.

Contacts public Officials and utility representatives to notify them of work in progress pertinent to survey projects.

Prepares and certifies United States Public Land Survey Corner Certificates required by Iowa Code chapter 355.11 and records them in the appropriate County Recorder's office.

Performs trigonometric, geometric, and algebraic calculations to close survey configurations and prove physical work.

Directly oversees land surveys for the sale or abandonment of excess right of way. Prepares, seals and certifies Plats of Survey at the request of the Land Surveyor Senior.

Prepares progress reports and reviews time sheets for survey crew; arranges overnight accommodations for same.

Provides professional, technical, and functional support as a team member in committees within the Department.

Assists supervisor by performing such duties as instructing employees, answering questions, distributing and balancing the workload and checking work; may make suggestions on selection, promotions and reassignments.

Provides professional support and information to external and internal customers.

COMPETENCIES REQUIRED

Knowledge of land surveying laws and legal principles pertinent to determining and reestablishing real property boundaries.

Knowledge of the operation and maintenance of survey instruments such as transits, levels, and theodolites.

Knowledge of the operation and maintenance of specialized electronic equipment such as the total station, data collector, computer workstation, and Global Positioning System (GPS) receiver.

Knowledge in the use of specialized computer software such as coordinate geometry (COGO), computer aided design and drafting (CADD) and data collection editors.

Knowledge of agency policies and procedures governing expenditures, personnel, record keeping, safety practices, etc.

Knowledge of mathematics including algebra, geometry and trigonometry.

Knowledge of information sources to be consulted in determining land ownership and location of land corners.

Ability to read and understand engineering plans specifications.

Ability to draw detailed plats of areas surveyed.

Ability to inspect completed and in-progress work for accuracy compliance with standards, and other related criteria.

Ability to work outdoors under adverse weather conditions.

Ability to make mathematical, algebraic and trigonometric calculations necessary to close survey configurations and prove physical work.

Displays high standards of ethical conduct. Exhibits honesty and integrity. Refrains from theft-related, dishonest and unethical behavior.

Works and communicates with internal and external clients and customers to meet their needs in a polite, courteous, and cooperative manner. Committed to quality service.

Displays a high level of initiative, effort and commitment towards completing assignments efficiently. Works with minimal supervision. Demonstrates responsible behavior and attention to detail.

Responds appropriately to supervision. Follows policy and cooperates with supervisors.

Aligns behavior with the needs, priorities and goals of the organization.

Encourages and facilitates cooperation, pride, trust and group identity. Fosters commitment and team spirit.

Expresses information to individuals or groups effectively, taking into account the audience and nature of the information. Listens to others and responds appropriately.

EDUCATION, EXPERIENCE, AND SPECIAL REQUIREMENTS

Possession of a current professional land surveyors license as issued by the Iowa Board of Engineering and Land Surveying.

Effective Date: 04/06 DK