



## Project Surveyor

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**Department:** Kellogg, ID Butte, Helena, Bozeman, MT **Job Status:** Full Time  
**Job Type:** Regular **Amount of Travel Required:** 75%  
**Work Schedule:** Monday Thru Friday 8-5 unless needed otherwise **Positions Supervised:** None

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To check out the job posting and to apply, go to [www.pioneer-technical.com](http://www.pioneer-technical.com) and click on careers.

### POSITION SUMMARY

The Project Surveyor will oversee all surveys requiring a professional land surveyor. Make accurate measurements and determine property boundaries. Provide data relevant to the shape, contour, location, elevation, or dimension of land or land features on or near the earth's surface for engineering, mapmaking, mining, land evaluation, construction, and other purposes. Coordinate with other Project Managers to ensure quality data collection pertinent to each project and task.

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### ESSENTIAL FUNCTIONS

#### Reasonable Accommodations Statement

To accomplish this job successfully, an individual must be able to perform, with or without reasonable accommodation, each essential function satisfactorily. Reasonable accommodations may be made to help enable qualified individuals with disabilities to perform the essential functions.

#### Essential Functions Statement(s)

- Verify the accuracy of survey data including measurements and calculations conducted at survey sites.
- Search legal records, survey records, and land titles to obtain information about property boundaries in areas to be surveyed.
- Calculate heights, depths, relative positions, volume quantities, property lines, and other characteristics of terrain.
- Prepare and maintain sketches, maps, reports, and legal descriptions of surveys to describe, certify, and assume liability for work performed.
- Direct or conduct surveys to establish legal boundaries for properties, based on legal deeds and titles.
- Prepare or supervise preparation of all data, charts, plots, maps, records, and documents related to surveys.

- Write descriptions of property boundary surveys for use in deeds, leases, or other legal documents.
- Compute geodetic measurements and interpret survey data to determine positions, shapes, and elevations of geomorphic and topographic features.
- Determine longitudes and latitudes and elevations of important features and boundaries in survey areas using total stations, levels, and satellite-based global positioning systems (GPS).
- Record the results of surveys including the shape, contour, location, elevation, and dimensions of land or land features.
- Coordinate findings with the work of engineering personnel, clients, and others concerned with projects.
- Establish fixed points for use in making maps, using geodetic and engineering instruments.
- Train assistants and helpers, and direct their work in such activities as performing surveys or drafting maps.
- Adjust surveying instruments to maintain their accuracy.
- Plan and conduct ground surveys designed to establish baselines, elevations, and other geodetic measurements.
- Analyze survey objectives and specifications to prepare survey proposals or to direct others in survey proposal preparation.
- Develop criteria for survey methods and procedures.
- Survey bodies of water to secure data for floodplain analyses and construction of bridges, breakwaters, piers, and other structures.
- Conduct research in surveying and mapping methods using knowledge of techniques of photogrammetric map compilation and electronic data processing.
- Locate and mark sites selected for geophysical prospecting activities such as efforts to locate petroleum or other mineral products.
- Work with others to provide control for aerial surveys of specified geographical areas.
- Develop criteria for the design and modification of survey instruments.

## **POSITION QUALIFICATIONS**

### **Competency Statement(s)**

- Safety Awareness - Ability to identify and correct conditions that affect employee safety.
- Judgment - The ability to formulate a sound decision using the available information.
- Decision Making - Ability to make critical decisions while following company procedures.
- Business Acumen - Ability to grasp and understand business concepts and issues.
- Team Builder - Ability to convince a group of people to work toward a goal.
- Working Under Pressure - Ability to complete assigned tasks under stressful situations.
- Training - Ability to develop a particular skill in others to bring them up to a predetermined standard of work performance.

## SKILLS & ABILITIES

**Education:** Bachelor's Degree- Required, Field of Study: Geomatics or related field

**Experience:** 5 plus years of experience in Land Surveying

**Computer Skills:** Must be proficient with the use of AutoCAD Civil 3D and Trimble Geomatics and Trimble Business Software

**Certifications & Licenses:** PLS Licensure in the State of Montana and Idaho or have the ability to obtain them within six months of hire. Required

**Other Requirements:**

## PHYSICAL DEMANDS

**N (Not Applicable)** Activity is not applicable to this position.  
**O (Occasionally)** Position requires this activity up to 33% of the time (0 - 2.5+ hrs/day)  
**F (Frequently)** Position requires this activity from 33% - 66% of the time (2.5 - 5.5+ hrs/day)  
**C (Constantly)** Position requires this activity more than 66% of the time (5.5+ hrs/day)

### Physical Demands

Stand	<input type="radio"/>
Walk	<input type="radio"/>
Sit	<input type="radio"/>
Manually Manipulate	<input type="radio"/>
Reach Outward	<input type="radio"/>
Reach Above Shoulder	<input type="radio"/>
Climb	<input type="radio"/>
Crawl	<input type="radio"/>
Squat or Kneel	<input type="radio"/>
Bend	<input type="radio"/>
Grasp	<input type="radio"/>
Speak	<input type="radio"/>

### Lift/Carry

10 lbs or less	<input type="radio"/>
11-20 lbs	<input type="radio"/>
21-50 lbs	<input type="radio"/>
51-100 lbs	<input type="radio"/>

### Push/Pull

## **WORK ENVIRONMENT**

This position includes working outside in the elements as well as some office work.

The company has reviewed this job description to ensure that essential functions and basic duties have been included. It is intended to provide guidelines for job expectations and the employee's ability to perform the position described. It is not intended to be construed as an exhaustive list of all functions, responsibilities, skills and abilities. Additional functions and requirements may be assigned by supervisors as deemed appropriate. This document does not represent a contract of employment, and the company reserves the right to change this job description and/or assign tasks for the employee to perform, as the company may deem appropriate.