

G.V.R.D.

TITLE: Survey/Inspection Technician - III

NO.: 618

NOV 8

POSITION DESCRIPTION

(A) Purpose of Position

To carry out, under general direction from senior technical or engineering staff, a variety of complex survey assignments on land and water to perform inspection of materials and workmanship associated with the construction and quality control of water, sewer and solid waste construction and materials supply projects.

(B) Duties

1) Surveying

- Calculate and layout simple compound curves and other more complex survey calculations and procedures.
- Utilize computer to extract data from electronic total station for preliminary check on survey data and be able to edit the material for presentation to the Drafting Department.
- Make and classify soil investigations.
- Obtain survey information from Land Titles offices, engineering firms, municipal offices etc.
- Perform hydrographic surveys.
- Run Class A benchmarks.

2) Inspection

- Inspect and maintain quality control at materials manufacturing plants.
- Inspect and maintain quality control of linings and coating at supply plants.
- Inspect water, sewer and solid waste construction for conformity to specifications and ensure the general quality control of the project is maintained.
- Prepare daily progress reports, monthly work sheets for payment to contractors and "as constructed" records.
- Keep detailed diaries and notes and attend pre-construction and site meetings with engineers and contractors.

- Ensure that contractors understand the specifications and drawings.
- Maintain detailed written records concerning materials quality control and instructions to contractors.

3) General

- Supervise and direct one or more technical staff and/or rodmen.
- Ensure staff and contractors adhere to safety regulations.
- Oversee the work of contractors and handle problems with same.
- Use the computer for writing memorandums and preparing other engineering/survey related material.
- Exercise independent judgement regarding relations with the public and municipalities in accordance with public relation policies of the District.
- Other related duties.

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4) Requirements

- Diploma in Civil and Structural Technology from B.C.I.T. or recognized technical institute and four years progressive, directly related experience.

OR

Grade 12 supplemented with B.C.I.T. or related equivalent courses and six years progressive, directly related experience.

OR

Equivalent combination of education and experience.

- Valid drivers licence and health certificate for watershed entry.
- Good knowledge of standard engineering and surveying terminology and applicable practices.
- Good understanding of tidal datum and tables.
- Good proficiency in the use of survey instruments, computers and basic hydrographic survey equipment.

- Good familiarity with the interpretation of standards and specifications with a good working knowledge of quality control testing procedures in materials utilized in water, sewer and solid waste projects.
- Good verbal and written communication skills.
- Must be able to deal effectively with G.V.R.D. staff, outside organizations, contractors and the public.
- Familiarity with proper safety procedures and W.C.B. requirements.
- Able to supervise staff.