

G.V.R.D.

TITLE: Survey/Inspection Co-Ordinator

POSITION DESCRIPTION

NO.: 621

NOV 8 1990

(A) Purpose of Position

To carry out, under limited direction of an engineer or Survey/Inspection Supervisor, a variety of technical sub-professional engineering related duties including the investigations of proposed pipeline routes, directing of surveys, basic design of water and sewer pipelines and on-site inspection of large construction projects.

(B) Duties

1) Surveying and Design

- Investigate proposed water and sewer pipeline routes.
- Advise and direct other survey/inspector technicians so that the project is done to set guidelines and standards determined by the organization.
- Prepare basic designs of water and sewer pipelines and appurtenances.

2) Inspection and Construction

- Organize, co-ordinate, inspect and approve the scheduling of work on construction projects.
- Ensure that site conditions meet union, contract and W.C.B. requirements and act as liaison between various trades.

3) General

- Advise and assist less experienced engineering personnel in all aspects of water and sewer related engineering practices such as route investigation, surveying, design, inspection, construction and computer use.
- Supervise and direct the work of one or more technical staff when they become involved in the engineering project.
- Oversee the work of contractors and handle problems with same.
- Substitute for supervisor as required.

- Act as liaison for Engineering Department with private or Regional District construction forces, municipalities and other government agencies such as Fisheries, W.C.B., Highways, and the public.
 - Ensure staff and contractors adhere to safety regulations.
 - Other related duties.
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4) Requirements

- Diploma of Technology in the Civil and Structural field and at least eight years progressive, directly related experience, including considerable supervisory experience.

OR

Certificate of Technology in the Civil and Structural field and at least ten years progressive, directly related experience, including considerable supervisory experience.

- Superior ability in all aspects of engineering related sub-professional practices - route investigation, basic design, surveying, inspection and construction - related to public utilities similar to those of the G.V.R.D.
- Valid drivers licence and health certificate for watershed entry.
- Familiarity with most aspects of computerized engineering practices.
- Superior ability with the equipment used in G.V.R.D. engineering related fields (survey, CAD, hydrographic, inspection and construction equipment).
- Excellent working knowledge and familiarity with G.V.R.D. related standards, contract specifications and all materials utilized in the construction of water, sewer and solid waste projects.
- Working knowledge of G.V.R.D. policies and procedures.
- Superior verbal and written communication skills.
- Superior ability to deal effectively with G.V.R.D. staff, outside organizations, contractors and the public.
- Superior ability to effectively supervise staff and oversee contractors.

- Familiarity with proper safety procedures and W.C.B. requirements.
- Membership or eligibility for membership as a Technologist or Technician with the Association of Applied Science Technologists and Technicians of B.C. is preferred.