

## **SURVEY CAD TECHNICIAN**

## **Job Description**

**Location:** Eagle River, Alaska  
**Status:** 40 Hour Week, non-exempt, Full Time  
**Job Category:** Technical  
**Direct Supervisor:** Survey Manager  
**Supervise Others:** None

**Work Hours:** Daily 8:00 AM to 5:00 PM Monday through Friday (less 1 hour lunch) = 40 hours per week + overtime as required.

**Pay & Benefits:** Pay to be determined depending upon experience. Staff Employee Benefits, to include health insurance, simple retirement plan, holiday pay, and paid vacation time, will begin accruing after successful completion of 90 day probationary period.

### **Job Responsibilities:**

- Prepare maps and drawings from survey field data
- Maps and drawings to include: Plats, Site Plans, Topographic Maps, Route Surveys, Right-of-Way Maps, As-Builts, Vicinity Maps, some Engineering Plans
- Preparation of TINs, surface models, and contours from field data
- Reduce field notes and check reductions and calculations made by others
- Routinely perform typical coordinate geometry calculations such as intersections, curves, inverses, area calculations, etc.
- Make adjustments to field calculations
- Generate quantities of various materials from surface models
- Prepare pre-calculations for field crews to take to the field for stake-out
- Post-process static GPS data or submit to OPUS
- Incorporate conventional optical data, static GPS data, and RTK GPS data into projects
- Adhere to drafting standards
- Make sure all work is backed up and archived
- Assist in cost estimates and bids
- Other duties as assigned

### **Required Qualifications & Experience:**

- High School Diploma – some college preferred
- High degree of proficiency using AutoCAD drafting software including at least 3 years of full-time experience
- Experience preparing TINs, surface models, and contours
- Experience with coordinate geometry
- Experience preparing survey related drawings
- Education and training with emphasis on drafting, mapping and surveying
- Have general computer skills in MS Windows environment including Word, Excel, Outlook, Access

- Understanding of geographic coordinate systems and projections
- Some survey field experience
- Experience understanding and reducing survey field notes
- Understand data from plats, maps, and field notes
- Ability to work as a member of a Team
- Prior work experience with references

Additional Beneficial Qualifications & Experience:

- College Degree in Surveying, Geomatics, Geography, or similar with emphasis in Survey, Mapping, or GIS
- 5 years utilizing AutoCAD for survey drafting
- Strong surveying background including experience with optical instruments as well as GPS, both static and RTK
- Expertise in doing static GPS post-processing
- Experience with GIS
- Experience using Aerial & Satellite Photography
- Experience using scanners, LiDAR and other remote sensing methods
- Exposure or experience in Mobile Mapping/ground-based LiDAR, imaging, and data preparation
- Processing scan and point cloud data