

Survey Technician, Boston

RESPONSIBILITIES: (OTHER DUTIES MAY BE ASSIGNED)

- Assist in collecting data from public records and field measurements.
- Download field data and develop basic plans utilizing AutoCAD Civil 3D
- Maintain office files and supplies.
- Assist in project deliverables as appropriate
- Work in a safe manner and obey all safety regulations
- Continually advance knowledge with upgrades in technology
- Complete internal and external training as required

REQUIRED SKILLS & ABILITIES

- Must have basic understanding of the use of survey equipment. (GPS, Robotics, Total Stations, Levels, Scanners, and Data Collectors).
- Basic understanding of the use of computers and mathematics
- Desire to work in a team environment.
- Observes company and client safety requirements.
- Ability to pass a drug test

EDUCATION AND/OR EXPERIENCE

- Minimum of 1 year of survey experience required
- Must have a High School Diploma or equivalent
- Supplemental course in surveying a plus

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COMPUTER SKILLS

- Ability to develop basic plans utilizing AutoCAD Civil 3D

PHYSICAL REQUIREMENTS:

The physical demands described represent those that must be met by an employee to successfully perform the essential functions for this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

OFFICE (90%):

- The job requires the ability to sit for extended periods at a computer workstation
- Some lifting and standing is required
- Employee must occasionally lift, carry, push, pull or otherwise move up to 25 pounds

FIELD (10%)

- Ability to work outdoors, year-round, and safely perform physically demanding work in all weather conditions.
- Must be able to sit, stand, walk, stoop, kneel, crouch and crawl
- Must be able to use hands to handle and/or feel objects, tools or controls and reach with hands and arms
- Talk or hear and communicate clearly
- Lift and move 50+ pounds



BENEFITS

HEALTH INSURANCE

- MEDICAL AND DENTAL
- VOLUNTARY VISION CARE
- FLEXIBLE SPENDING ACCOUNT

OTHER INSURANCE

- LIFE INSURANCE
- ACCIDENTAL DEATH AND DISMEMBERMENT
- EMPLOYEE ASSISTANCE PROGRAM
- VOLUNTARY LONG-TERM CARE

RETIREMENT

401(K) PLAN

TIME OFF

- 10-PAID HOLIDAYS
- PAID VACATION
- SICK LEAVE
- SHORT-TERM/LONG-TERM DISABILITY
- MILITARY LEAVE
- JURY DUTY LEAVE

CAREER DEVELOPMENT

- TUITION REIMBURSEMENT
- PROFESSIONAL REGISTRATION LICENSING AND CERTIFICATION FEES REIMBURSEMENT
- PROFESSIONAL MEMBERSHIP DUES REIMBURSEMENT
- PAID EMPLOYEE ATTENDANCE AT CONFERENCES/SEMINARS