

<p><i>Code: 2471</i> <i>Title: SURVEY AIDE</i></p>
--

SUMMARY: This classification assists technical survey crew members and performs entry-level survey engineering work of a routine nature. It is distinguished from the classification of Survey Instrument Technician, which performs more technical survey engineering work using more sophisticated equipment.

DUTIES/RESPONSIBILITIES: (Work assignments may vary depending on the department's needs and will be communicated to the applicant or incumbent by the supervisor)

Assists survey party with the layout of the construction projects;
Measures and records distances between survey points, using steel or cloth tapes or survey chain;
Holds levels or rods at designated points to assist in determining elevation;
Marks measurement points with paint sticks, tacks or stakes;
Places blue tops, hubs and slope stakes at designated points and pounds into ground;
Controls traffic in order to maintain the safety of the survey crew;
Cuts and removes brush and undergrowth from line of survey and from boundary and other markers and monuments;
Assists other crew members in making basic survey calculations;
Loads and unloads equipment and supplies used by crew;
Performs operator-level servicing and maintenance of assigned equipment and vehicle;
Lifts manhole covers and may enter sewer manholes (using approved confined-space entry procedures when applicable) to make required measurements;
May operate a motor vehicle as required.

KNOWLEDGE & SKILLS:

Knowledge of:

- survey terminology;
- basic surveying practices in a field environment;
- basic mathematics and algebra appropriate to assigned duties;
- relevant work-site safety and traffic-control procedures;
- basic map reading.

Skill in:

- making mathematical calculations;
- following oral and written instructions;
- collecting and recording data manually or in computer-based equipment;
- performing operator-level servicing and maintenance of assigned equipment and vehicle;
- following verbal directions, hand signals and radio-based directions.

MINIMUM QUALIFICATIONS:

EITHER:

(1) Completion of high school courses in algebra and geometry.

OR:

(2) Six months of field experience on a survey crew or survey party.

OTHER REQUIREMENTS:

Licenses and Certificates: A valid Arizona Class D Driver's License may be required at time of appointment or prior to completion of initial/promotional probation. Some positions may require training and certification for confined-space entry, due to requirement to enter manholes and like subsurface structures.

Physical/Sensory Requirements: All positions require the ability to work outdoors in extremes of heat, cold and inclement weather, with exposure to dust, dirt, wind, construction activities and materials, and to traverse rough terrain on foot. All positions may encounter harmful/poisonous wildlife and plant materials.

This class specification is intended to indicate the basic nature of positions allocated to the class and examples of typical duties that may be assigned. It does not imply that all positions within the class perform all of the duties listed, nor does it necessarily list all possible duties that may be assigned.