



THE METROPOLITAN WATER DISTRICT
OF SOUTHERN CALIFORNIA

PRINCIPAL LAND SURVEYOR

Group-Section: Engineering Services Group - Infrastructure Reliability Section	FLSA Status: Exempt Bargaining Unit: MAPA	Salary Grade: 058 Job #: Y07
--	--	---

JOB SUMMARY

Acts as a survey lead within the Engineering Services Section. Areas of responsibility include: manage survey projects; direct land surveying field work, title research, and right-of-way engineering activities; review, sign, and stamp legal maps and exhibits; write legal descriptions; establish property boundaries; perform highly complex technical analyses; and prepare related deliverables for projects.

OVERSIGHT

Supervision Received: Receives direction from the Team, Unit, Section, or Group Manager.

Supervision Given: May exercise technical and functional direction over assigned staff.

JOB DUTIES

1. Assigns work and establishes performance expectations, provides training, and monitors productivity; and assists in completing performance evaluations, coaching staff, and counseling staff.
2. Supervises survey projects; researches technical information for projects; designs project methodology; develops project schedules and plans work of project personnel; develops and monitors budget; and ensures that project specifications are met.
3. Reviews Records of Survey, topographic mapping, Geographic Information System mapping, and digital terrain models; and reviews deformation-monitoring reports.
4. Manages professional services and consultants; prepares scope of work in Requests for Proposals; evaluates and selects consultants for professional services; prepares and negotiates agreements with consultants; administers and tracks consultant performance; and audits work for compliance and approves contracted work.
5. Provides technical expertise to other teams within Metropolitan; prepares, signs, and stamps legal descriptions and exhibit maps; and prepares survey calculations for design and construction projects.
6. Oversees technical design, installation, and maintenance of automated monitoring systems; and oversees the use, care, and operation of equipment including Global Positioning System receivers, 3D laser scanner, robotic total stations, and survey equipment and vehicles.
7. Performs other related duties as required.

EMPLOYMENT STANDARDS

MINIMUM QUALIFICATIONS

Education and Experience: A high school diploma or general education test (GED) and twelve years of progressively increasing responsible work experience in field and/or office survey work, with one year minimum as a licensed surveyor; or Associate's degree and ten years of progressively increasing responsible work experience in field and/or office survey work, with one year minimum as a licensed surveyor; or Bachelor's degree and eight years of progressively increasing responsible work experience in field and/or office survey work, with one year minimum as a licensed surveyor.

Required Knowledge of: Supervisory methods and techniques; geodetic and survey engineering principles, practices, and standards; photogrammetry; Geographic Information System applications; pertinent federal, state, and local laws, codes, and regulations including the Land Surveyors Act and the Subdivision Map Act; project management; and work site safety.

Required Skills and Abilities to: Lead project work involving multi-divisional teams and coordination and collaboration with external agencies; read and interpret maps, legal descriptions, diagrams, construction drawings, and specifications; use a variety of business, Geographic Information Systems, Computer-Aided Design, and other engineering and survey applications; determine training needs of staff; train and mentor staff; communicate orally and in writing; and establish and maintain collaborative working relationships with all levels within the organization.

CERTIFICATES, LICENSES, AND REGISTRATIONS REQUIREMENTS

Certificates

- None

Licenses

- Valid California Class C Driver License
- License in good standing as a California Professional Land Surveyor

Registrations

- None

DESIRABLE QUALIFICATIONS

- Bachelor's Degree in surveying or land surveying field
- Experience developing manuals and specifications
- Experience administering project contracts
- Experience reviewing and recommending changes to plans, maps, reports, documents, and specifications
- Experience training and utilizing personnel in the use of surveying equipment, including robotic total station, global positioning systems and high definition surveying

Job Title: Principal Land Surveyor

Job Code: Y07

Adopted: 04/27/05

Revised: 1/31/17

Supersedes: 04/01/12

Page: 2

PHYSICAL DEMANDS, WORK ENVIRONMENT, AND VISION REQUIREMENTS

The physical demands and work environment characteristics described here are representative of those that must be met or may be encountered by an employee to successfully perform the job duties of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the job duties.

Physical Demands: The work requires some physical exertion such as long periods of standing; walking over rough, uneven, or rocky surfaces; recurring bending, crouching, stooping, stretching, reaching, or similar activities; recurring lifting of moderately heavy items such as personal computers and record boxes. The work may require specific, but common, physical characteristics and abilities such as above-average agility and dexterity.

Work Environment: The work involves moderate risks or discomforts that require special safety precautions, e.g., working around moving parts, carts, or machines, or irritant chemicals; etc. Employees may be required to use protective clothing or gear such as masks, gowns, coats, boots, goggles, gloves, or shields.

Vision Requirements: No special vision requirements