CITY OF HOUSTON

JOB DESCRIPTION

Job Code: 542.1

Job Title: **SENIOR SURVEY FIELD TECHNICIAN**

Pay Grade: 11

GENERAL SUMMARY:

Supports survey team in gathering accurate location data and marking key points.

RESPONSIBILITIES:

- Collects measurements and location data needed for various types of surveying and mapping projects, including but not limited to topography, construction location and property boundary surveys.
- Operates a variety of specialized surveying and mapping instruments and equipment, including but not limited to total stations, controllers, GPS receivers, data collectors, levels and scanning equipment.
- Reads and interprets survey descriptions, survey maps and construction plans.
- Locates and marks property corners, benchmarks, and control points.
- Conducts elevation surveys using different surveying techniques.
- Assists with recording observations, elevations, sketches and other information in survey field books.
- Assists with high-accuracy geodetic and satellite surveys for mapping and engineering projects.
- Maintains and ensures equipment is in good working condition and reports any issues to the supervisor.
- Monitors surveying equipment and supply levels and notifies supervisor when restocking is needed.
- Sets up safety equipment, traffic control devices, and manages traffic as needed.
- Performs other job responsibilities as assigned.

SPECIFICATIONS:

KNOWLEDGE:
High school diploma or equivalent.

EXPERIENCE:
Two years of surveying experience are required.

License: A valid Texas driver’s license and compliance with the City of Houston's policy on driving.

National Society of Professional Surveyors Certified Survey Technician Level 2 or higher is preferred.

SPECIFICATIONS: (continued)

COMPLEXITY:
Work consists of fairly standard procedures and tasks where basic analytic ability is required, as in the comparison of numbers and simple facts in selecting the correct action. Works under general supervision with moderate latitude for the use of initiative and independent judgment. Employees at this level may work more independently and may routinely assist other staff in performing job duties of greater complexity.

IMPACT OF ACTIONS:
Errors in work typically lead to minor inconvenience and costs. Work is typically performed under close to moderate supervision of routine duties to ensure completion of tasks. The supervisor is generally close by to answer questions.

SUPERVISION EXERCISED:

Direct Supervision:
No direct report employees.

Indirect Supervision:
No indirect reports.

CONTACTS:

Internal Contacts:
Level of internal contact is extremely infrequent with virtually no contact beyond the immediate work unit/area. Interaction involves routine information exchange and/or simple service activity requiring common courtesy; e.g., answering questions, giving directions in response to simple requests.

External Contacts:
Level of external contact is primarily with lower-level service representative and vendors. Interaction involves routine information exchange and/or simple service activity that requires common courtesy; e.g., directing calls, and answering simple questions.

PHYSICAL EFFORT:
The position routinely requires lifting of moderately heavy items, such as survey equipment (up to 40 pounds) and/or very long periods of walking on rough surfaces on a routine basis.

WORK ENVIRONMENT:
There are routine exposures to significant levels of heat, cold, moisture and air pollution. The position may involve periodic exposure to chemical substances and physical trauma of a minor nature such as cuts, bruises and minor burns.

PHYSICAL SKILL:
Requires the ability to make coordinated gross motor movements in response to changing external stimuli within moderately demanding tolerances; or the ability to make coordinated eye/hand movements on a patterned response space within low tolerance demands with no real speed requirements.

MISCELLANEOUS:
All duties and responsibilities may not be included in the above job description.

JOB FAMILY:
Survey Field Technician
Senior Survey Field Technician
Party Chief
Assistant Chief Surveyor
Chief Surveyor

Effective: JULY 2025