

Murray County Position Description

Classification: Seasonal Surveying Technician
Reports to: Assistant County Engineer
Supervises: No direct reports

Department: Highway Department
Location: Slayton
FLSA Classification: Hourly/Non-Exempt, Seasonal

Position Summary

This position assists the Engineering Department with construction survey, construction inspection, material testing and other seasonal projects.

Essential Duties and Responsibilities	%
Assist with Construction Surveying <ul style="list-style-type: none"> • Assist with construction surveys using survey equipment such as level, transit, total station, data collector or GPS. • Assist with preliminary construction surveys for future projects. 	50
Assist with construction inspection <ul style="list-style-type: none"> • Assist with inspection of construction projects. • Assist with materials on aggregate samples. • Assists with placing stakes in the grounds for construction staking. • Collect weigh tickets of construction materials and tabulate quantities. 	40
Assist Department Services <ul style="list-style-type: none"> • Assist in office work related to project engineering. 	5
Other duties as apparent or assigned.	5
<p>The incumbent may encounter not public data in the course of these duties. Any access to not public data should be strictly limited to accessing the data that are necessary to fulfill the employment responsibility. While data are being accessed, incumbent should take reasonable measures to ensure the not public data are not accessed by individuals without a work reason. Once the work reason to access the data is reasonably finished, incumbent must properly store the not public data according to the provisions of the Minnesota Government Data Practices Act (Minnesota Statutes, Chapter 13).</p> <p>If a new work assignment requires access to not public data, the incumbent is permitted to access not public data for the work assignment purposes only. Any access to not public data must be strictly limited to the data necessary to complete the work assignment and after the assignment is completed, the employee's work assignment no longer requires access.</p>	

Qualifications

Education: Minimum of a High School diploma/GED, preference will be given to those that are or will be attending post-secondary education in Engineering/Surveying. Or any equivalent combination of education, training and experience which provides the requisite knowledge and abilities for this position.

Requirements:

- Ability to read and interpret documents such as construction plans, safety rules, operating and maintenance instructions, and procedure manuals.
- Perform basic mathematical computations and to interpret a variety of instructions furnished in written or oral form.
- Must be able to work independently.
- Valid MN Driver's License.

Physical Demands and Working Conditions

- Exposed to wet and/or humid conditions, fumes or airborne particles, heat and cold.
- When outside or on job sites, this position may be exposed to loud noises.
- The employee frequently is required to stand; walk; use hands to finger, handle, or feel objects, tools, or controls; reach with hands and arms; climb or balance; and stoop, kneel, crouch, or crawl.
- The employee must frequently lift and/or move up to 25 pounds and occasionally lift and/or move up to 100 pounds.
- Specific vision abilities required by this position include close, distance, color, peripheral and depth vision.

Equipment Utilized

- More than half of the time is spent operating equipment such as pickup, survey equipment.
- Ability to understand and use GPS.
- Ability to operate a vehicle.