

## SENIOR SURVEYOR

DISTINGUISHING FEATURES OF THE CLASS: Under general supervision, incumbents function as fully competent surveyors in all conventional aspects of the area of assignment, performing as licensed Land Surveyors. An incumbent is responsible for supervising, scheduling, planning, assigning, and directing survey parties and surveys, including property line, construction, topographical and control surveys. On a project basis, the Senior Surveyor plans and conducts work requiring judgement in the evaluation, selection, adaptation and modification of standard techniques, procedures and criteria. Senior Surveyors give direction to and review the daily work of a number of sub-professional, engineering and/or technical employees and others. This level differs from the Associate Surveyor in that the Associate is responsible for the administrative supervision of a unit. The Senior Surveyor must possess a license to practice as a Land Surveyor. Does related work as required.

### EXAMPLES OF WORK: (Illustrative Only)

Plans and schedules surveys for the County including property line, construction, topographical and control surveys;

Monitors private surveyors performing services in connection with land acquisition and related matters;

Supervises and plans the Westchester County Control Survey Project and acts as liaison between private engineering firms and government agencies involved.

Supervises the checking, plotting, and correcting of submitted master traverse sheets;

Follows up on contractual arrangements with third parties as to fulfillment of contractual obligations;

Conducts surveys of streams, lakes, rivers and other waterways, including the establishment of channel lines for stream control jurisdiction;

Maintains contacts on State and Federal level to obtain grants or other sums of money for work to be performed in Westchester County, for the County Government as well as local municipalities;

Promotes State and Federal aid for the establishment of County boundaries and other permanent survey features;

Maintains high level inter-department contacts, (County, State and Federal), as well as inter-municipal contacts generally with city and town engineers on survey matters;

Represents Department Head on matters of negotiations on contracts with survey firms and consultants;

Supervises the preparation and maintenance of office records and reports of all survey work being progress by the County;

EXAMPLES OF WORK: (Illustrative Only) (Continue)

Represents the County as a witness in Court and prepares and provides Court with required data;

Seals and signs plans, working drawings and specifications as a licensed Land Surveyor as defined in the New York State Education Law;

Provides specifications for all survey equipment purchased by the County, inspects and recommends necessary repairs to equipment.

REQUIRED KNOWLEDGE, SKILLS, ABILITIES AND ATTRIBUTES: Thorough knowledge of the practice of surveying and survey control; thorough knowledge of the practices of specification writing; good knowledge of the principles and practices of civil engineering; good knowledge of the legal principles and practices of contract preparation; good knowledge of computer assisted design, CAD; familiarity with design and analysis of structures; skill in complex engineering computation; ability to lay out and supervise the work of professional and sub-professional engineers; knowledge of State and Federal survey requirements as well as grants in aid; ability to get along well with others and to deal effectively with contractors; accuracy; reliability; resourcefulness; sound professional judgment; physical condition commensurate with the demands of the position.

MINIMUM ACCEPTABLE TRAINING AND EXPERIENCE: Either (a) a Bachelor's Degree\* in engineering with course work in Surveying and six years of experience in land surveying; or (b) a Bachelor's Degree\* engineering and seven years experience in land surveying; or (c) a Master's Degree\* in engineering with course work in Surveying and five years of experience in land surveying; or (d) an Associate's Degree\* in Surveying or Survey Technology and eight years of experience in land surveying; or (e) an Associate's Degree\* in civil or construction technology which included coursework in surveying and eight years experience in land surveying.

SPECIAL REQUIREMENT: Possession of a New York State Land Surveyor's License. Possession of a valid license to operate a motor vehicle in the State of New York.

\*SPECIAL NOTE: Education beyond the secondary must be from an institution accredited or recognized by the Board of Regents of the New York State Education Department as a post-secondary, degree-granting institution.