

PARTY CHIEF POSITION

Primary Duties:

Act as Survey Party Chief and supervise survey crew members. Responsible for effectiveness, efficiency, and accuracy of assigned field survey crew work.

- Conduct background data collection, control point research, & record reviews prior to survey work start up.
- Coordinate land surveying crew activity including project cost and time estimations.
- Direct crew field work ensuring efficient use of time and equipment.
- Plan layout for control on construction projects and city database using GPS and GIS control.
- Record survey notes and keep records/files on control points and other survey information.
- Responsible for construction staking, alignment elevations, and control of projects.
- Interpret field notes and official contract documents for use during construction; calculate field survey computations to layout and check field stakes and alignments for construction.
- Inspect public and private non-power underground utilities, public hazards, public nuisances, construction projects and right-of-way permits and maintain accurate records of inspections.
- Prepare/Review/Coordinate/Research:
 - Construction plans for accuracy and completeness.
 - Construction staking with contractors and inspectors.
 - Survey fieldwork for accuracy and completeness.
 - Property descriptions prepared by others.
 - Historical survey and property records.
- Perform survey network adjustments and statistical analysis, including complex technical calculations.
- Provide survey control information to consultants.

Experience Desired:

- Surveys conducted using:
 - Static and RTK GPS technology
 - Electronic total stations
 - Digital leveling
 - Conventional surveying techniques.
- Office duties to include:
 - Research
 - Preparation
 - Planning
 - Calculations
 - Data reduction
 - CAD / GIS support

HMH Surveying Inc

7625 Dean Martin Drive, Suite #101, Las Vegas, Nevada 89139

Office #: (702) 256-7850 - Facsimile #: (702) 256-1710