

Professional Land Surveyor

Glotel Inc Bellevue, WA 98004

Please Submit Resumes to: rferguson@glotel.com

Benefits Offered

Life, Dental, Vision, 401K, Medical

Employment Type

Full-Time

The **Professional Land Surveyor** drafts survey documents, manages timelines and interfaces with clients, contractors and field/office personnel. Must be able to conduct the most complex surveying duties and have the ability to handle a heavy workload in a fast-paced environment. The Professional Land Surveyor will also be involved with training the department staff, maintaining company and jurisdictional standards, establishing new company procedures and standards, and assisting with project scoping and proposals.

Duties and Responsibilities

- Reduce and process field notes, sketches, checklists and digital data in required formats for Project Managers, Land Surveyors and Drafting personnel
- Draft line work in AutoCAD from collected survey data
- Research legal and survey records to obtain information about property boundaries, including: deeds, easements, vacations, dedications, Right of Ways, riparian rights, etc.
- Perform topographic mapping and construction staking preparation
- Work with field and office personnel, both as a team member and independently, to produce Record of Surveys, A.L.T.A. surveys, Short Plats, Long Plats, Final Plats, Boundary Line Agreements, Boundary Line Adjustments, easement exhibits and any document required for project completion
- Adjust conventional and G.P.S. control networks
- Comprehend and create standard and complicated legal descriptions
- Resolve boundaries using accepted boundary and legal principles and case, state and federal laws
- Apply rotations and translations when necessary
- Work closely with Management to develop project scopes and schedules

- Work closely with Management to develop, track and maintain project budgets
- Develop working relationships with clients, ascertaining the client's true needs and anticipating any potential problems

Skills and Specifications

- Comprehensive knowledge of Washington State survey standards
- Comprehensive knowledge of Washington State Revised and Administrative Codes
- Comprehensive knowledge of the Federal Public Lands Survey System
- Thorough knowledge of boundary principles and applicable laws and statutes
- Knowledge of municipal and state design standards and codes
- Thorough knowledge of principles and practices of Land Surveying
- Comprehensive knowledge of Civil3D and Land Development Desktop (Knowledge of Carlson is a plus)
- Knowledge of Office programs: Word, Excel, etc.
- Possess field experience in all types of physical land surveying:
 - Boundary
 - Topographic
 - Construction stake-out
 - A.L.T.A.
 - Control networks
 - G.P.S.- R.T.K. and Static
 - Route/Corridor
 - Residential/Subdivision
 - Public Land Survey System
- Must be experienced in computing and staking of complicated construction projects, including but not limited to:
 - Slope staking
 - Large utility projects
 - Heavy construction

- Public works
- Possess field experience in data collection and instrument operation, maintenance and calibration
- Familiarity with Leica Robotic Total Stations and GPS equipment

Other

- Possess the ability to work both independently and as part of a team
- High-level proficiency in computer software program related activities
- Self-motivated, hardworking, highly ethical, trustworthy and dependable
- Possess excellent rapport with management and co-workers, positive can-do attitude, excellent customer service, marketing and people skills
- Possess good listening skills
- Detail-oriented, organized, multi-tasking and good follow-through skills
- Excellent written and verbal communication skills are essential
- Excellent stress management and time management skills
- Possess ability to recognize and solve complicated problems
- Ability to recognize opportunities to improve work flow
- Ability and desire to teach junior personnel survey practices and procedures
- Ability to work discretely with sensitive and confidential information
- Recognition that clients always come first, and that customer service is paramount
- Represent Glotel in a responsible manner

Education, Experience, Qualifications

- Current Washington State Professional Land Surveyor registration – multi state preferred
- 7 years field/office surveying experience in land development and construction projects preferred
- Land development project experience specific to the Puget Sound region
- Experience working with local municipalities including King/Snohomish/Pierce counties

- Valid Washington State driver's license including a clean driving record and ability to meet company insurance requirements

Job Type: Full-time

About Glotel Inc:

Glotel, Inc. is a specialized supplier of workforce and project management solutions for the Telecom/Wireless Solutions and IT/Data Network industries. We deliver projects on a turnkey basis, provide managed services for specific functional areas and provide staff augmentation services.