DAVIS BOWEN & FRIEDEL, INC.
ARCHITECTS • ENGINEERS • SURVEYORS

JOB DESCRIPTION

Title of Job: Survey Field Technician

Location: Salisbury and Easton, Maryland and Milford, Delaware

Department: Survey

Job Summary: The Survey Field Technician performs fieldwork under the direction of a Party Chief or licensed surveyor to collect data used in the preparation of boundary, topographic, ALTA, right-of-way, and construction surveys. This position is responsible for the setup, operation, and maintenance of survey instruments and related equipment, as well as assisting in measuring and recording field data accurately and efficiently. Work is performed outdoors in a variety of terrain and weather conditions and requires close attention to detail, adherence to safety procedures, and effective communication with team members to ensure the accuracy and completeness of survey results.

Essential Functions:

- Assist the Party Chief or licensed surveyor in conducting boundary, topographic, ALTA, right-of-way, and construction surveys.
- Operate, maintain, and transport survey instruments, tools, and equipment, including total stations, GPS units, and data collectors.
- Set up, level, and break down field equipment in accordance with established procedures and safety standards.
- Measure, record, and verify survey data, ensuring accuracy and completeness of field notes and electronic data files.
- Establish and mark survey control points, property corners, and construction layout stakes as directed.
- Perform field calculations, sketches, and notes as needed to document survey activities and support office drafting and analysis.
- Communicate effectively with crew members to coordinate daily tasks, resolve issues, and ensure project goals are met.
- Adhere to company and job site safety policies, maintaining awareness of surroundings and potential hazards in the field.
- Assist in the care, calibration, and organization of all survey equipment and vehicles.
- Perform other related duties as assigned to support project and departmental needs.

Required Knowledge, Skills, and Abilities:

- **Knowledge of Surveying Practice.** Understanding of basic land surveying methods, field techniques, and terminology used in boundary, topographic, and construction surveys.
- **Technical Proficiency.** Ability to operate and maintain standard surveying instruments and equipment, including total stations, GPS units, data collectors, and levels.
- **Mathematical and Analytical Skills.** Ability to perform basic field calculations and apply measurements accurately to ensure data precision and reliability.
- **Map and Plan Interpretation.** Skill in reading and understanding survey maps, plats, and construction drawings.
- **Attention to Detail.** Demonstrated accuracy and thoroughness in recording, verifying, and reporting field data.

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- **Teamwork and Communication.** Ability to work cooperatively as part of a survey crew, communicate clearly with team members, and follow directions effectively.
- **Problem-Solving Ability.** Capacity to identify and address routine field challenges or discrepancies in data collection.
- **Client Focused**. Ability to respond to client needs in a timely manner.
- **Safety Awareness.** Knowledge of and adherence to established safety procedures and practices in field environments.
- **Adaptability.** Ability to adjust to changing priorities, job site conditions, and project requirements.

Education and Experience
High school diploma or GED required. Previous experience in land surveying, construction, or a related field is preferred but not required. On-the-job training will be provided to develop technical skills and familiarity with surveying equipment and procedures. Valid driver's license and the ability to travel to various job sites as required. Equivalent combinations of education, training, and experience that provide the required knowledge, skills, and abilities may be considered.

FLSA Status: Non-Exempt

Physical & Environmental Conditions:
Ability to stand, walk, and work outdoors for extended periods in varying weather conditions, including heat, cold, rain, wind, and humidity. Work involves frequent bending, stooping, reaching, and lifting up to 50 pounds, as well as carrying and operating survey instruments and related field equipment. Requires manual dexterity, hand-eye coordination, and visual acuity to accurately handle precision instruments and read measurements. Must be able to safely navigate uneven terrain, construction sites, and roadways, often near heavy equipment and traffic. Regular travel between job sites is required. Use of appropriate personal protective equipment (PPE) and adherence to safety protocols is mandatory at all times.

This job description is not intended to be an all-inclusive list of duties, responsibilities, or activities associated with the position. Duties and responsibilities may change, or new ones may be assigned at any time, with or without notice, to meet the needs of the organization.

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Employee Name – Print

_____ _____
Employee Signature Date