

Ronald Carroll Surveyors, Inc.



Survey Tech Manager



JOB OVERVIEW

Position Type:	Full-Time
Base Pay:	Based on Experience
Other Pay:	Relocation Assistance
Benefits:	15 PTO days, 8 holidays, 100% co paid employee and spouse health insurance
Start Date:	ASAP
Job Type:	100% Office
Required Travel:	None
Required Education:	2 or 4 Year Degree, in Surveying or related field
How to apply:	hr@rcsurveyors.com

Ronald Carroll Surveyors, Inc. is an EEO Employer. If you are interested in applying for employment with RCS, Inc. and need special assistance to apply for a posted position, please contact 254-773-1447 to leave a message or send an e-mail to hr@rcsurveyors.com.



Ronald Carroll Surveyors
5302 S 31st Street
Temple, TX 76502
Phone: 877.773.1728
Fax: 254.773.1728
E-mail: hr@rcsurveyors.com

TX Firm#: 10028400
OK Firm#: CA 5969 LS

COMPANY OVERVIEW

Ronald Carroll Surveyors, Inc. is a professional land surveying firm focused on providing our residential, commercial, and governmental clients throughout Texas and Oklahoma with accurate, dependable Surveying and global Mapping services. Excellence is achieved through our knowledgeable and courteous Team that maintains timely, open and honest communication.

Serving the greater Central Texas region since 1979, RCS was founded by Ronald Carroll and is headquartered in Temple, TX. Using the latest survey technology, RCS are experts in boundary, construction surveying, site planning and development services, and real property transactions.

JOB DESCRIPTION AND RESPONSIBILITIES

This position requires a hands-on individual with the ability to complete assignments on-time while leading and managing a small team of survey techs. Candidates should have at least 4 years' experience in AutoCAD in a surveying environment and have a strong desire to lead and develop people. Candidates should be an organized and task-driven individual. Current SIT certification or working toward SIT certification is a plus but not required.

Principal duties and responsibilities include:

- Daily processing of survey data, including evaluating accuracy and sufficiency and ensuring compliance to applicable regulations and professional and industry standards related to boundary calculations, legal descriptions, etc.
- Prepare survey plats and drawings, legal descriptions and alignment drawings
- Provide technical office support
- Perform quality control checks of plats and drawings prepared by other technicians
- Set schedules and productivity objectives for department
- Conduct training sessions for team members
- Conduct performance evaluations

JOB REQUIREMENTS

Characteristics and Skills:

- Must have excellent computer and technical skills, including AutoCAD and MS Office
- Proficient in technical math.
- Strong listening, writing and verbal communication skills
- Experience in boundary and topographic surveys

Education / Experience:

- 2-year or 4-year degree in Surveying, Geography, GIS, or related field
- Minimum 4 years' experience in AutoCAD in surveying environment