



Since 1909

PO Box 9560, 6525 Ardmore Ave
Fort Wayne, Indiana 46899
Phone: (260) 478-1990
Fax: (260) 747-7086

www.brooks1st.com

Date Posted: Thursday, January 10, 2019
Job Title: Land Surveyor
Reports to: Dirt & Pipe Superintendent

Who We Are:

For over 110 years and across three generations of family ownership, Brooks Construction Company, Inc. has stood for **quality, integrity, and value** in the civil construction industry. Based in Fort Wayne, Indiana, with over 220 employees, Brooks Construction provides asphalt, concrete, earthwork, and pipe operations across northern Indiana and northwestern Ohio using best practices and innovative techniques to give our customers a quality product.

Job Summary:

Individual is responsible for making exact measurements and determine property boundaries. Provide data relevant to the shape, contour, gravitation, location, elevation, or dimension of land or land features on or near the earth's surface for engineering of roads, driveways, parking lots and other purposes.

Essential Job Functions (*=Non-essential tasks):

- Performing layout of private, commercial and governmental projects.
- Use survey instruments and survey software to perform calculations and complete layouts.
- Use of AutoCAD software and Trimble Business Center
- Data collection and downloading
- Completing route, "as-built", and topographical surveys
- Performing volume surveys on a large inventory of aggregate stockpiles
- Providing quality assurance control and checks
- Ensuring that all necessary surveying equipment is purchased and properly maintained
- Communicating with project superintendent team to determine scheduling of construction staking and surveying
- Working with project superintendents and foremen to identify and resolve problems or discrepancies with drawings, sites, staking, etc.
- Providing company-wide surveying information (Sales, Plants, Accounting, etc.)
- Maintaining up-to-date knowledge of surveying technology
- Coordinate Machine Control setup, file conversion and 3D modeling for GPS dozers and graders
- * Assist others in department as needed
- * Other duties as assigned

Requirements:

Experience:

- Previous construction surveying experience is required, with some knowledge of Heavy Highway work
- Minimum of 3 years' experience in construction industry
- Current knowledge of present day surveying technology (GPS, Robotic Total Station, Data Collector)

Education:

- Bachelor's degree in Construction Engineering, Civil Engineering, Construction Management, Project Management or a related degree; or six (6) years equivalent experience in surveying field
- Survey Technician Certification or willingness to quickly acquire certification
- Professional Surveyor is preferred

Brooks Construction Company, Inc. is an Equal Opportunity Employer



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Skills and Abilities:

- Uses GPS and/or “Total Station” surveying instruments
- Proven use of various surveying software programs
- Thorough knowledge of survey principles, theory and practice as well as a good general understanding of engineering, planning and land development
- Develop and maintain peer and customer partnerships
- Fair, honest and straightforward in dealing with others
- Use appropriate discretion and is sensitive to confidentiality
- Ability to read blueprints and identify discrepancies
- Ability to gather and analyze data and prepare clear and concise field notes
- Strong math skills, including principles of algebra, geometry and trigonometry
- Demonstrate high ethical standards.
- Must have excellent interpersonal communication skills including demonstrated success with oral and written communication
- Proven dependability, organization and adaptability skills
- High degree of accuracy, thoroughness and attention to details
- Ability to work for long periods at an energetic pace with frequent interruptions
- Must have knowledge and experience working with Microsoft Word, Excel and Outlook
- Must be a team player
- Demonstrated strong decision-making and problem-solving skills
- Valid driver’s license and willingness to travel to job sites
- Demonstrated ability to work with minimal supervision
- Flexibility in managing multiple priorities within tight time constraints

Working Environment:

- Individual will be working in an office and field environment (30/70)
- Ability to work in adverse conditions, including rain, snow, extreme heat or cold, water, mud, dust, etc. As well as the ability to carry up to 40 pounds of equipment over rough terrain
- Individual will be working with internal customers (Foremen and Superintendents)

Supervisory Responsibilities:

- None

(These statements are intended to describe the general nature and level of work involved for this job. It is not an exhaustive list of all responsibilities, duties, and skills required of this job. Additional responsibilities may be assigned, as required.)



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How to Apply:

- **Online:** Visit www.brooks1st.com/jobs to access our Employment Application with instructions on how to submit your Employment Application via email to jobs@brooks1st.com. Please include a professional resume.
- **In-Person:** Stop into the Brooks Construction office at 6525 Ardmore Ave Fort Wayne, IN 46809 between the hours of 8:00AM - 5:00PM Monday - Friday to complete a paper employment application in our lobby. Please include a professional resume.