

EMPLOYMENT OPPORTUNITY NOTICE EO15-498

THE CITY OF GREATER SUDBURY

requires a

CONTROL SURVEY LEADER REPORTING LOCATION: TOM DAVIES SQUARE

**PERMANENT POSITION
70 HOURS BI-WEEKLY**

START DATE TO FOLLOW SELECTION PROCESS

The Community and Strategic Planning Section, Planning Services Division, Growth and Development Department of the City of Greater Sudbury, requires a Control Survey Leader. The successful candidate must possess the qualifications and perform the duties, as set out below. The current range of pay for this position is \$32.87 to \$40.35 per hour (subject to review).

QUALIFICATIONS:

- Community College diploma in Surveying or Geomatics Technology or a post secondary education in a closely related discipline.
- Certification or eligibility for certification as a Technologist with the Ontario Association of Certified Engineering Technicians and Technologists (O.A.C.E.T.T.) in the discipline of surveying or eligibility for registration as an Ontario Land Surveyor in Training.
- Over two and one-half (2½) and up to and including five (5) years of diversified experience in the same or related fields.
- Able to work independently to complete tasks and respond to department requests, and to collaborate with others.
- Apply sound judgement and accountability to utilize resources and able to identify problems and provide creative and resourceful high quality solutions.
- Proficiency with MS Office Suite Software, AutoCAD (Civil 3D) and ESRI GIS Software, and other related drafting and mapping applications
- A strong working knowledge of surveying field equipment. Comprehensive knowledge of Global Navigation satellite Systems, data and imagery acquisition by remote, aerial and terrestrial techniques, modern adjustments, computations and spatial data analysis.
- Demonstrate interpersonal skills in dealing with the public, staff and outside agencies in a courteous and effective manner.
- Excellent written and oral communication skills including the ability to present ideas and suggestions clearly and effectively
- French verbal skills an asset.
- Satisfactory health, attendance and former employment history.
- Must be physically capable of operating a vehicle safely, possess a valid driver's licence, have an acceptable driving record, and personal insurance coverage.

**EMPLOYMENT OPPORTUNITY EO15-498
CONTROL SURVEY LEADER
(PERMANENT POSITION)**

DUTIES: UNDER THE GENERAL SUPERVISION OF THE CO-ORDINATOR OF SURVEYS AND MAPPING SERVICES:

1. Conduct and co-ordinate field survey activities. Act as working supervisor and assign duties to other field crew members. Operate survey instruments and field computers, data collection devices and ancillary equipment to measure and record field observations, conditions and other relevant data. Undertake other field duties as required.
2. Perform surveys and undertake reconnaissance to install and maintain bench marks, network control stations, project control points photogrammetric targeting and other monumentation. Establish ties, install witness posts and signs; prepare monument sketches and datasheets.
3. Act as a senior geomatics specialist to provide advice, guidance and technical assistance internally, to other City departments, consultants and the public. Maintain relationships with peers in other agencies, organizations and City departments to share information, technology and best practices.
4. Maintain the flow of information in both hard copy and soft copy format between field and office with clear, concise and accurate filed notes, observations records and other data. Co-ordinate findings of work with field and office staff, and end users.
5. Analyze and interpret data, field note reduction, and survey computations using survey, drafting and mapping software. Ensure compliance to applicable standards, regulations, and professional and industry practices.
6. Assist in the design, preparation and documentation for geospatial data acquisition standards, Quality Assurance/Quality Control plans, best practices, contract specifications, deliverables and presentation requirements.
7. Conduct research, analysis and compile information from survey and mapping data, land and utility records, Surveys and Mapping data portfolio, reports, maps, drawings, aerial and terrestrial imagery, and other sources to plan and design projects, support field operations and fulfil information requests from end users.
8. Conduct legal surveys to assess physical and documentary evidence, locate, measure and monument legal boundaries and the extent of interests in land.
9. Investigate and test new geomatics solutions using emerging technologies, custom surveying and mapping applications.
10. Ensure proper care, maintenance, cleanliness, safety and security of survey equipment and vehicles. Maintain and control inventory of field equipment, materials and supplies.
11. Develop and maintain a thorough working knowledge of the pertinent portions of Acts, Regulations, Standards, By-Laws, Guidelines and agency requirements dealing with legal, control, photogrammetric and other types of surveying.
12. Create geomatics solutions using traditional methods, Global Navigation Satellite Systems, scanning and other suitable new and emerging technologies
13. Develop and maintain a thorough working knowledge of CGS's Safety Manual and the applicable Provincial Legislation listed therein.
14. Perform other related duties as required.

Qualified candidates should submit their résumé in confidence by **MONDAY, NOVEMBER 30, 2015 at 4:30 PM to: Citizen Service Centre, The City of Greater Sudbury, PO Box 5000, Station A, 200 Brady Street, Sudbury, Ontario, P3A 5P3, Facsimile number: 705-673-7219 or by e-mail to: hrjobs@greatersudbury.ca** Any application received after this deadline will not be considered. Please reference the Employment Opportunity number (**EO15-498**) on your resume.

The City of Greater Sudbury is dedicated to maintaining a fair and equitable work environment, and welcomes submissions from all qualified applicants.

Personal information submitted will be used for the purpose of determining suitability for this competition only in accordance with The Municipal Freedom of Information and Protection of Privacy Act.

All applicants are thanked for their interest in this position. Only those selected for an interview will be contacted. If contacted, and you require a disability related accommodation in order to participate in the recruitment process, you must advise the Hiring Manager.