

**CLASS SPECIFICATION**  
**SAN DIEGO CITY CIVIL SERVICE COMMISSION**  
**LAND SURVEYING ASSOCIATE**

**DEFINITION:**

Under direction, to plan, assign, coordinate, and review the work of field survey parties; and to perform related work.

\* **EXAMPLES OF DUTIES:**

- Reviews survey requests and makes work assignments to survey crews;
- Coordinates, inspects, and reviews the work of assigned survey crews;
- Trains, evaluates, and rates the work performance of assigned subordinates;
- Consults with assigned survey crews to assist them with the more difficult technical problems;
- Evaluates and makes recommendations concerning survey methods and equipment;
- Maintains liaison with and provides information to persons concerned with survey projects;
- Maintains records of assigned equipment;
- Provides technical assistance to personnel using electronic instrumentation or doing advanced mathematical calculations related to survey coordinate systems or balancing field survey and level nets;
- Prepares reports.

**MINIMUM QUALIFICATIONS:**

Please note: the minimum qualifications stated below are a guide for determining the education, training, experience, special skills, and/or license which may be required for employment in the class. These are re-evaluated each time the position is opened for recruitment. Please refer to the most recent Job Announcement for updated minimum qualifications.

A Bachelor's degree in Land Surveying, **OR** a Bachelor's degree in Civil Engineering or Geographic Information Systems with at least 30 semester/45 quarter units of land surveying coursework, **OR** possession of an Land Surveyor-in-Training certificate issued by a State Licensing Board, **OR** registration as a professional Land Surveyor with a State Licensing Board; **AND** three years of professional land surveying experience which must include one year of experience equivalent to the City of San Diego's classification of Land Surveying Assistant. Qualifying experience must include both of the following: a minimum of one year of survey office experience producing or reviewing survey, subdivision, and topographic maps or land titles documents, or production of the cadastral components of a geographic information system; and a minimum of one year of field survey experience as a Party Chief or Instrument Operator of a survey party.

- \* **EXAMPLES OF DUTIES** performed by employees in this class. The list may not include all required duties, nor are all listed tasks necessarily performed by everyone in this class.