

Job Title: LAND SURVEYOR III - SURVEY DATA COORDINATOR - IPR#44687

Agency: Department of Transportation

Closing Date/Time: 12/02/2021

Salary: \$5,040 - \$8,700 Monthly

Job Type: Salaried Full Time

County: Sangamon

Number of Vacancies: 1

Plan/BU: NR916

“Interested applicants must apply for this position on the Work for Illinois website, www.work.illinois.gov. Please direct any questions to the Agency Contact listed below.”

This position is a union position; therefore, provisions of the relevant collective bargaining agreement/labor contract apply to the filling of this position.

All applicants who want to be considered for this position MUST apply electronically through SuccessFactors. Applications submitted via email or any paper manner (mail, fax, hand delivery) will not be considered.

Agency Mission Statement

The Illinois Department of Transportation is seeking to hire a Survey Data Coordinator.

The IDOT team works diligently to provide safe, cost-effective transportation for Illinois in ways that enhance quality of life, promote economic prosperity and protect our environment. We are problem solvers and leaders, constantly searching for innovations and improvements in support of our commitment to providing the best multimodal transportation system for Illinois.

Our team fosters a culture of inclusivity. We value diversity and hold ourselves to the highest ethical standards as we work together for a common purpose. Team members frequently collaborate with colleagues and others outside the department to best meet customer needs.

Employees enjoy excellent benefits, including health, vision and dental insurance; a retirement plan and deferred compensation options; state holidays and other time off; tuition reimbursement; flexible schedules; and pre-tax benefit programs. The department also offers extensive training and career advancement opportunities.

We invite qualified applicants to apply to become part of our team. We are confident that you will take pride in serving Illinois and its residents and visitors.

Job Responsibilities

This position is accountable for collecting and reviewing survey data for accuracy and completeness using surveying equipment and software such as Microstation, GEOPAK, V8i Select Series 4, Open Roads Designer or Trimble Business Center. This position will be responsible for the review of Digital Terrain Models (DTM) and Light Detecting and Ranging (LiDAR) data for use by district or consultant design engineers for the construction of highway facility improvements. The incumbent will conduct detailed and comprehensive research for future survey projects. This position will provide training for GEOPAK and Microstation to the district survey crews in the use of district point codes, line codes, and point numbering schemes. The position frequently works in the field with the survey crews to collect data, resolve data collection issues and aid in training and deployment of new technology and equipment.

This position reports to the district Chief of Surveys. No subordinates report to this position, however technical employees are temporarily assigned on a project basis.

Under general supervision, this position will be responsible for the procedures involving land, highway, hydraulic, geodetic, and aerial surveys. This position receives, edits, and reviews survey field data from district personnel and consultants. This position is responsible for the final checks on horizontal and vertical control as to accuracy and completeness of listed data. This position is responsible for training of district survey staff in Microstation, GEOPAK, V8i Select Series 4, or Open Roads Designer or Trimble Business Center, and other software. The incumbent will be responsible for the transfer of data to and from the Surveys, Mapping and Modeling division, other bureaus, and consultants. The

incumbent will assist the Chief of Surveys in the daily operation of the office and/or perform as a survey crew chief in the field as needed.

The challenges to the incumbent rise from the wide variety of training to ensure a high-quality finished product to be utilized by district and consultant designers for Phase I and Phase II plan preparation. Other challenges involve the scheduling of training sessions with district and consultant personnel to ensure a continuity of data coding without loss of production. The incumbent will have to effectively combine Surveys, Mapping and Modeling data with conventional data, to help obtain the best possible product.

(Job Responsibilities continued)

By working closely with all the survey crews, the incumbent checks DTM's and line codes for all the work performed by the district crews. The incumbent distributes up to date point code lists. The incumbent is in constant contact with consultant liaison personnel to assure that the proper coding is being used by their survey crews to minimize the mistakes and time when working on the computer aided design and drafting (CADD) files from consultants. The incumbent will check horizontal and vertical control. The incumbent will answer questions or resolve problems with the survey terrain models that are produced in the survey unit. The incumbent will review and manage mobile, aerial and terrestrial LiDAR data collected by the district and consultant survey crews.

The incumbent uses the knowledge of surveys and expertise in Microstation, GEOPAK, and geographic information systems (GIS) software to resolve problems or questions about DTM's, and only if there is a major problem involving considerable rework does the Chief of Surveys get involved. The incumbent should have a good understanding of Global Navigation Satellite System (GNSS) (world-wide satellite systems) and the use of grid and ground coordinate systems. The incumbent is constrained by legal, district and departmental policies and procedures.

In performing the functions of this position, the incumbent will be in constant contact with survey crew chiefs, district designers, district CADD Operators, and the Chief of Surveys. Outside of the department, the incumbent will be in contact with consultant liaisons and survey crews to discuss problems and provide training to the crews when necessary.

The effectiveness of this position is measured by the accuracy in which data is collected and the promptness that questions or problems are resolved involving survey data, along with the ability to meet predetermined schedule deadlines.

Principal Accountabilities

1. Reviews survey data from district and consultant survey crews for completeness and accuracy using CADD and GEOPAK.
2. Produces DTM's with Microstation, GEOPAK, V8i Select Series 4, or Open Roads Designer to be used by district and consultant design engineers for Phase I or Phase II design work.
3. Collects and reviews data for accuracy horizontally and vertically.
4. Provides training for district survey crews on GEOPAK, GIS software and new technologies.
5. Provides training to consultant survey crews on district policies on point numbering and point codes, as well as line coding with district codes.
6. Researches new projects for old surveys, plans, horizontal and vertical information.
7. Assists the district Chief of Surveys with the handling of data to and from the district Surveys, Mapping and Modeling unit and consultants.
8. Coordinates and assists crew personnel in the collection of survey data in an accurate and timely manner.
9. Coordinates and assists crew personnel in compliance with the department's operational and safety policies and procedures.
10. Performs duties in compliance with departmental safety rules. Performs all duties in a manner conducive to the fair and equitable treatment of all employees.
11. Performs other duties as assigned.

Qualifications

Position Requirements

- Current registration as a licensed Professional Land Surveyor in Illinois
- Four years of experience in the practice of land surveying
- Valid driver's license
- Districtwide travel

Position Desirables

- Working knowledge of the principles and practices of land surveying
- Considerable knowledge of surveying standards
- Considerable knowledge of CADD workstations
- Knowledge of the latest surveying equipment and software such as Microstation, GEOPAK, V8i Select Series 4, Open Roads Designer or Trimble Business Center, Global Positioning Systems (GPS) processing, and ArcGIS (GIS).

Work Hours: Varies 10 hour days (from April to November), 6:00 AM - 4:30 PM Monday-Friday (1/2 hour lunch) & 8 hour days (from November to April), 7:30 AM - 4:00 PM Monday-Friday (1/2 hour lunch)

Work Location: 126 E Ash St Springfield, IL 62704-4766

Office: Office of Highways Project Implementation/Region 4/District 6/Program Development

Agency Contact: DOT.CO.BPM.EmploymentApplications@Illinois.gov

Job Function: Transportation

APPLICATION INSTRUCTIONS

Use the "Apply" button at the top right or bottom right of this posting to begin the application process.

If you are not already signed in, you will be prompted to do so.

State employees should sign in to the career portal for State of Illinois employees – a link is available at the top left of the work.Illinois.gov homepage in the blue ribbon.

Non-State employees should log in on the using the "View Profile" link in the top right of the work.Illinois.gov homepage in the blue ribbon. If you have never before signed in, you will be prompted to create an account.

If you have questions about how to apply, please see the following resources:

State employees: Log in to the career portal for State employees[KS(1)] and review the Internal Candidate Application Job Aid [HERE](#)[KS(2)]

Non-State employees: on work.Illinois.gov – click "Application Procedures" in the footer of every page of the website.