

# Missouri Department of Transportation

Code: R02014

Title: Land Surveyor in Training

Exemption Status: Non-Exempt

Grade: 12

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## Job Description

**Effective Date** 01-01-2014

**Replaces (Effective Date)** 06-01-2010

**General Summary** The land surveyor-in-training operates surveying equipment and performs a variety of beginning level land survey duties under close supervision of a registered land surveyor. Responsibilities are performed under direct supervision.

**Minimum/Required Qualifications** High School Diploma or GED/HiSET  
Certificate of enrollment as a Land Surveyor-In-Training as issued by the Missouri Board for Architects, Professional Engineers, and Land Surveyors.  
Successful completion of a work simulation examination and a medical-physical examination.

**Supervisory Responsibilities** Lead Worker Only

**Location** District Offices - Design

**Special Working Conditions/Job Characteristics** Job requires moderate physical activity.  
Job requires exposure to moderately adverse and undesirable environmental conditions.  
Job may require operation of vehicles to plow snow and spread ice control materials.

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## Examples of Work

- (1) Operates and maintains complex and highly technical surveying equipment.
- (2) Collects data and records pertinent information in survey data recorder and/or field books.
- (3) Performs mathematical computations related to field layout calculations.
- (4) Performs deed, title, and map research, monument investigation, and assists in establishing control for boundary and right of way.
- (5) Converses with property owners to gain access to private property and answer questions concerning the progress of survey work on or near landowner's property; contacts local governments and utility companies to secure information.
- (6) May create and review location survey plans and descriptions under the supervision of a professional land surveyor.
- (7) Performs lead worker responsibilities, which may include providing general instruction, assigning and

reviewing work, coaching and training, providing guidance and instruction in the proper and most efficient methods of accomplishing tasks, and providing input to the direct supervisor on staffing decisions and performance management.

- (8) Performs other responsibilities as required or assigned.

**The Missouri Department of Transportation promotes an equal opportunity workplace that includes reasonable accommodation of otherwise disabled applicants and employees. Please see your manager should you have any questions about this policy or these job duties.**