

SENIOR / LICENSED SURVEYOR POSITION DESCRIPTION

Company:	McKenzie & Co. Consultants Limited
Reports to:	Licensed Cadastral Surveyor/ Taupo Manager
Location:	Taupo or Rotorua Office

Purpose of role

The Senior Surveyor role leads Cadastral work and implementation for land development projects to support the purpose and mission of MCCL, this being “to help to develop great places and people”. They will do this whilst working collaboratively to provide excellent surveying services for projects undertaken by McKenzie & Co.

Key accountabilities

Project Management

- Obtain/develop client/developers brief
- Facilitate projects from initiation through to title creation
- Manage scope, time and cost for client’s projects
- Seek and engage required sub consultants on behalf of the client.

Relationship Management

- Help the client understand the implications of what can be achieved using the process and desired time constraints
- Deal with all concerns in a timely manner
- Work with the client to ensure they are satisfied with all steps of the project
- Understand client’s needs and requirements
- Achieve the client’s aspirations through a “no surprises” philosophy
- Work with sub-consultants within the consultant team
- Liaise and work with council and lawyers.

Land Transfer Surveys

- Provide Land Transfer advice in the preparation of the scheme plans
- Identify risks for client and give alternative options/recommendations,
- Peer review scheme plans
- Provide direction for LT surveys for brownfields and greenfield developments
- Undertake land transfer surveys and prepare 223 plans for Council and subsequent lodgment with landonline.

Engineering Surveying

- Assist with the data collection for initial topographical surveys
- Prepare survey control for the development
- Co-ordinate the data collection and preparation of asbuilts for compliance
- Support land development project through the provision of timely survey delivery.

Cadastral Surveying

- Follow appropriate cadastral survey practices
- Review scheme plans for cadastral correctness
- Identify potential cadastral legal issues, liaising appropriately with lawyers
- Conduct and certifying cadastral (land title) surveys and boundary retracements
- Experience with 12d, e-Survey, and Landonline
- Prepare Resource Consent applications.

Engineering Design/Construction

- Take masterplan through to detailed design
- Identify risks for client and give alternative options/recommendations, don't just say no!
- Peer review detailed design
- Prepare schedules and tenders for civil contract procurement
- Undertake contract observation, administration and certification of contract claims.

Business Development

- Bring in new clients through networks
- Involve other team members where appropriate
- Allocate resources appropriately
- Assist in internal Project Development
- Assist in the development of internal processes
- Assist in the preparation of feasibilities for projects.

Staff Development

- Work with Principals and SMT to provide professional development training for staff
- Develop and maintain surveying standards for MCCL
- Mentor Survey Technicians in all aspects of surveying practice
- Develop processes to enhance efficiencies.

Competencies/skills required for job:

- Minimum 5 years PQE
- Consultancy experience specialising in land development
- Experience in high density freehold/strata and unit title developments
- Use of 12d/ Civil3d
- Use of landonline.

Essential:

- BSurv
- Licensed Cadastral Surveyor
- Register Surveyor

- Preferable
- Management qualification
- Strong project management skills and experience
- Comfortable with both flexibility and structure
- Strong communication skills – written and verbal
- Good presentation skills
- Good relationship and interpersonal skills
- Attention to detail
- Can demonstrate “good survey practice”
- Thorough knowledge of GNSS, robotic total stations, UAV, and leading software for fieldwork, data collection, and data processing.
- Positive attitude and hungry to develop
- Organised.

Key Relationships:

- Council
- Watercare
- Stormwater agencies
- Auckland Transport
- Utility providers
- Specialist technical consultants i.e. Urban Designers, Geotechnical Engineers, Ecologists etc.