

SURVEY PROFESSIONALS POSITION DESCRIPTION

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

Purpose of role

This role supports licensed cadastral surveyors and project leads with the day-to-day survey needs of our projects. The successful candidate will embody our mission to “develop great places and people” as well as our values of integrity, excellence, collaboration, innovation, and proactivity.

Key accountabilities

Cadastral Surveying

- Require knowledge of cadastral survey processes using 12d and Landonline
- Prepare scheme plans for resource consent applications
- Competently carry out boundary retracement and boundary definition calculations using appropriate survey evidence and prepare cadastral data sets, and
- Strictly follow appropriate cadastral survey practice.

Other Surveys

- Undertake topographical monitoring and engineering surveys
- Reduce field surveys data
- Produce topographical and as-built plans, and
- Other surveying and planning outputs required to deliver projects to McKenzie & co. standards

Engineering design/ construction

- Identify risks for client and give alternative options/ recommendations. Be pragmatic and solve problems.
- Carry out basic civil engineering design and preparation of drawings in accordance with the McKenzie & Co. CAD standards under the guidance of a project engineer, and
- Prepare inputs for resource consent applications

Project Management

- Facilitate project implementation from initiation through to creation of titles, and manage scope, time and cost for projects as directed by the project lead.

Relationship Management

- Help the project team understand the implications of what can be achieved using appropriate survey processes given desired outcomes and time constraints
- Deal with all concerns in a timely manner
- Adopt an “no surprises” approach regarding reporting of concerns and progress to the project lead/licensed cadastral surveyor/client
- Work to ensure the client is satisfied with all steps of the project
- Understand client’s needs and requirements, and
- Work diligently with sub-consultants within the broader consultant team

Competencies/skills required for job

- Bachelor of Engineering, NZCE or Diploma
- Land development and subdivision design experience
- 2–4 years civil engineering industry experience
- Strong 12D and BricsCAD skills/experience
- Good client relationship skills
- Excellent problem-solving skills
- Organised and proactive
- Good communication skills – written and verbal
- Genuine “Can Do” attitude

Key relationships

- Auckland Council
- Clients, subcontractors, consultants
- Directors
- Senior Management Team (SMT)
- All staff
- General public.