

SGC Engineering
Survey Project Manager

SGC Engineering (SGC) is seeking to add a **Survey Project Manager** to support project efforts in the Northeast region.

The ideal candidate will be a highly-motivated individual that thrives in functioning in both a field and office capacity and has experience leading and directing staff in the successful execution of projects. You should also possess the desire to accept additional responsibilities and support the further development and growth of the office. We are looking forward to connecting with a team player interested in managing multiple personnel effectively, and utilizing strong communication skills.

Organization:

SGC is a 100-person multidisciplinary engineering firm with extensive experience providing comprehensive professional surveying services to clients in the United States and Eastern Canada. SGC has a strong foundation in the Oil & Gas, Electric Transmission and Alternative Energy markets, with a focus on delivering world class consulting and advisory services for its clients. We have offices throughout the Eastern United States from Maine to Florida.

General Characteristics:

This position is a supervisory role and provides technical direction to a survey team. The Survey Project Manager has responsibility for leading several projects from field to finish at a time. In general, the responsibilities include independently evaluating, selecting, and applying standard surveying techniques and procedures in place at SGC, using judgment in making minor adaptations and modifications on assigned projects and tasks. The applicant must have excellent communication skills and able to manage time effectively. As Project Manager you must be able to lead your team by example, providing clear and concise direction in an effective manner understanding the client's needs and successfully conveying to your project team the client's objective.

Direction Required:

Receives instructions on specific assignment objectives, complex features, and possible solutions from the survey manager or other leaders in the firm. Assistance is furnished on unusual problems and work is reviewed for application of sound professional judgment.

Typical Duties and Responsibilities:

- Utilize existing information to plan the field work phase of projects. Embrace and follow SGC's mapping and boundary standard operating procedures and philosophies.
- Provide technical direction to field crews and to those engaged in office activities.
- Manages surveying needs on a large construction site.
- Manages the financial budget and schedule for the field and office tasks associated with assigned projects.
- Ensure that all QA/QC procedures and standards of practice are being followed to assure accurate and complete information is generated for producing reports and plans.
- Prepare proposals with supervision and full review.
- Pursues marketing opportunities under SGC's marketing plan.
- Actively participate in mentoring/training.
- Perform routine checks and inquire on care and maintenance of field equipment, equipment room, maintenance schedules, and adjustments.
- Implement vehicle cleanliness and organization of vehicle equipment.
- These tasks will be mostly managed, but performing these tasks is required as well.

Required Skills:

- Possess all Senior Survey Technician skills; able and willing to perform the duties of a Survey Technician or Survey Crew Chief, as needed.
- Read, interpret and understand complex and large-scale construction and architectural plans and use plans to prepare for field layout and guide field activities.
- Respond to RFP's and develop draft proposals for review
- Ability to adjust and perform statistical analysis on complex projects and problem data.
- Possess solid research skills
- Developing deed and boundary analysis skills.
- Possess sound AutoCAD Civil 3D skills and routinely prepares plans utilizing SGC CAD standards; develop new techniques when necessary.

Responsibility for Direction of Others:

Will supervise or coordinate the work associated with assigned projects. Project Surveyor/Survey Supervisor is responsible to efficiently and effectively manage the survey team assigned to a project. Ensures a developmental environment, providing full disclosure on project assignments and encourages others to read the proposal and review other project specific documents and plans. Position includes:

- Contractual negotiations and development of proposals
- Client communication and development
- Budgetary review throughout project timeline with the objective of delivering on-time and under-budget
- Daily communication with Regional Survey Operations Manager and project team
- Reports to Regional Survey Operations Manager
- Train and develop personnel

Education / Training:

Associates Degree in Survey Engineering from an ABET accredited curriculum required minimum. Prefer Bachelor degree applicants with Construction / Survey focus.

Minimum 5 years of related experience.

Registration Status:

Professional Land Surveyor license or Land Surveyor-In-Training certification is required. Applicants are encouraged to seek licensure at earliest convenience and in multiple States.