



# MERCATOR MINERALS

## MINERAL PARK MINE

### Mine Surveyor

---

**Department:** MINE OPERATIONS - SURVEY

**Job Status:** Full Time

**FLSA Status:** Non-Exempt

**Reports To:** Mine Superintendent

**Grade/Level:** Technician 5, 6, or 7

**Amount of Travel Required:** Occasional travel required

**Work Schedule:**

**Positions Supervised:** None

Monday - Friday 7am - 3 pm

#### POSITION SUMMARY

Make exact measurements and determine property boundaries. Provide data relevant to the shape, contour, gravitation, location, elevation, or dimension of land or land features on or near the earth's surface for engineering, mapmaking, mining, land evaluation, construction, and other purposes.

#### ESSENTIAL FUNCTIONS

- Verify the accuracy of survey data including measurements and calculations conducted at survey sites.
- Calculate heights, depths, relative positions, property lines, and other characteristics of terrain.
- Search legal records, survey records, and land titles to obtain information about property boundaries in areas to be surveyed.
- Prepare and maintain sketches, maps, reports, and legal descriptions of surveys to describe, certify, and assume liability for work performed.
- Direct or conduct surveys to establish legal boundaries for properties, based on legal deeds and titles.
- Prepare or supervise preparation of all data, charts, plots, maps, records, and documents related to surveys.
- Write descriptions of property boundary surveys for use in deeds, leases, or other legal documents.

- Compute geodetic measurements and interpret survey data to determine positions, shapes, and elevations of geomorphic and topographic features.
- Determine longitudes and latitudes of important features and boundaries in survey areas using theodolites, transits, levels, and satellite-based global positioning systems (GPS).
- Record the results of surveys including the shape, contour, location, elevation, and dimensions of land or land features.

## **POSITION QUALIFICATIONS**

### **Competency Statement(s)**

- Accuracy - Ability to perform work accurately and thoroughly.
- Active Listening - Ability to actively attend to, convey, and understand the comments and questions of others.
- Analytical Skills - Ability to use thinking and reasoning to solve a problem.
- Change Management - Ability to encourage others to seek opportunities for different and innovative approaches to addressing problems and opportunities.
- Communication, Oral - Ability to communicate effectively with others using the spoken word.
- Communication, Written - Ability to communicate in writing clearly and concisely.
- Conflict Resolution - Ability to deal with others in an antagonistic situation.
- Critical Thinking - Using logic and reasoning to identify the strengths and weaknesses of alternative solutions, conclusions, or approaches to problems.
- Customer Oriented - Ability to take care of the customers' needs while following company procedures.
- Decision Making - Ability to make critical decisions while following company procedures.
- Deductive Reasoning - Ability to apply principles of logical or scientific thinking to a wide range of intellectual and practical problems.
- Detail Oriented - Ability to pay attention to the minute details of a project or task.
- Judgment - The ability to formulate a sound decision using the available information.
- Problem Solving - Ability to find a solution for or to deal proactively with work-related problems.

- Safety Awareness - Ability to identify and correct conditions that affect employee safety.
- Time Management - Ability to utilize the available time to organize and complete work within given deadlines.

## **SKILLS & ABILITIES**

**Education :** High School Graduate or General Education Degree (GED)

**Experience :** Two to four years related experience; Direct Mining Experience will be given preference.

### **Computer Skills**

Computers and Electronics - Knowledge of circuit boards, processors, chips, electronic equipment, and computer hardware and software, including applications and programming.

**Certificates & Licenses -** None

### **Other Requirements**

#### **Tools & Technology used in this occupation:**

##### **Tools**

Instrument tripods – Elevator tripods; Robotic tripods; Tripods

Lasers – Dot lasers; Invisible beam lasers; Rotary lasers; Visible beam lasers

Levels – Automatic levels; Electronic digital levels; Hand levels

Measuring rods – Digital measuring poles; Direct elevation rods; San Francisco rods; Surveyors leveling rods

Theodolites – Electronic digital theodolites; Long range reflectorless total stations; Robotic total stations; Total field stations

##### **Technology**

Analytical or scientific software – Carlson SurvCE; HYPACK MAX; MicroSurvey FieldGenius; Sokkia G2

Computer aided design CAD software – CMT Incorporated CogoCAD; MicroSurvey software

Map creation software – Cadcorp desktop GIS; ESRI ArcView; PC-Mapper software; Sokkia lmap

Project management software – Project analysis and costing software; Project data integration software; Project Tracker Pro software

Route navigation software – NOAA Shoreline Data Explorer; Trimble HydroPro

**PHYSICAL DEMANDS**

**Physical Demands**

Stand	F (Occasionally)	<b>Lift/Carry</b> 10 lbs or less	O (Occasionally)
Walk	F (Occasionally)	11-20 lbs	O (Occasionally)
Sit	O (Frequently)	21-50 lbs	N (Not Applicable)
Handling / Fingering	F (Frequently)	51-100 lbs	N (Not Applicable)
Reach Outward	O (Occasionally)	Over 100 lbs	N (Not Applicable)
Reach Above Shoulder	O (Occasionally)	<b>Push/Pull</b>	
Climb	F (Occasionally)	12 lbs or less	O (Occasionally)
Crawl	N (Not Applicable)	13-25 lbs	O (Not Applicable)
Squat or Kneel	O (Occasionally)	26-40 lbs	N (Not Applicable)
Bend	O (Occasionally)	41-100 lbs	N (Not Applicable)

**N (Not Applicable)** Activity is not applicable to this occupation.

**O (Occasionally)** Occupation requires this activity up to 33% of the time (0 - 2.5+ hrs/day)

**F (Frequently)** Occupation requires this activity from 33% - 66% of the time (2.5 - 5.5+ hrs/day)

**C (Constantly)** Occupation requires this activity more than 66% of the time (5.5+ hrs/day)

**Other Physical Requirements**

Vision (Near, Distance, Color, Peripheral, Depth Perception)

Ability to wear Personal Protective Equipment (PPE) Hard Hat, Steel Toed Boots, Safety Glasses, Hi-Visibility Safety Vest, Ear Plugs,)

**WORK ENVIRONMENT**

Work is performed in an office and open pit surface copper/molybdenum mining environment.

Prepared by: \_\_\_\_\_ Date: \_\_\_\_\_

Approval Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Approval: \_\_\_\_\_

Approval: \_\_\_\_\_

Mineral Park, Inc. any has reviewed this job description to ensure that essential functions and basic duties have been included. It is not intended to be construed as an exhaustive list of all functions, responsibilities, skills and abilities. Additional functions and requirements may be assigned by supervisors as deemed appropriate.