

Survey Department Manager Job Description

The Survey Department Manager at Eng., Inc. (Eng.) will manage and oversee all land surveying operations on a wide range of projects across the company. On any given day the survey team may be involved with engineering design surveys, construction layout and monitoring surveys, ALTA/NSPS land title surveys, public and private site development projects, as-constructed surveys, or easement and right of way acquisition surveys. Project locations may exist anywhere in the state of Michigan but will primarily be in Central and West Michigan. The Survey Department Manager will manage all survey staff (Survey Technicians & Professional Surveyors), their schedules, and coordinate with project managers on scope, schedule and budget for all project survey needs.

In addition, the Survey Department Manager will be responsible for the following:

- final quality control and quality assurance for all survey deliverables to the client and/or engineering project manager
- participating in internal project start up and progress meetings, being prepared to report on the work progress and budget status for the survey work involved
- developing and maintaining surveying processes, preparation of proposals, and technical staff training.

Requirements for this position include

- licensure in the state of Michigan as a Professional Surveyor
- a minimum of 7 years of progressively responsible experience
- expansive knowledge of the state of the practice, surveying equipment, and pertinent software (such as electronic data collection systems, conventional and robotic total stations, GPS systems, and AutoCAD Civil 3D)
- solid written and oral communication skills
- the ability to supervise and manage multiple projects and staff simultaneously

Three or more years of supervisory experience is a plus.

About Us

Eng. is an award-winning Civil Engineering and Surveying firm working primarily for Michigan municipalities on projects including streets, water and sewer infrastructure, sidewalks, pathways, and parking lots, and for Drain and Water Resources Commissioners on storm water management and complex water resources projects, having received multiple MACDC awards.

Our team lives the core values of Pride, Passion, & Performance; Work Hard & Live Well; Responsive & Accountable; and finally, Be the Best. These values are demonstrated by being enthusiastic about the work we are undertaking and delivering a great product to the best of our ability, promoting professional growth and personal enjoyment with the ability to go the extra mile when required, the ability to do what way we say we will do and take ownership of our responsibilities and achieve them on a daily basis, and being the best versions of ourselves every day both professionally and personally. We take pride in having fun at work in a positive work environment, and we provide countless planned activities outside of work for fun as well.

Eng. offers varied opportunities for experience, growth, professional development, leadership, and ownership in a flexible team-based culture. It's hard to quantify our passion for mentoring, training, coaching and inspiring employees to reach their full potential. Our competitive benefits package includes medical, life, short term and long-term disability insurances, HSA accounts, 401(k) plan, bonus structure, and paid time off for holidays, vacation, and sick time.

We have offices in Lansing, Grand Haven, and Grand Rapids. This position can be strategically based out of any of our three office locations.

Legal Stuff

We are an equal opportunity employer. All qualified applicants will receive consideration for employment without regard to, among other things, race, color, religion, sex, sexual orientation, gender identity, national origin, veteran, or disability.

Contact

Interested candidates please email resumes to Sara Hirst, Executive Assistant & Human Resources, at hirsts@engdot.com or call 517-887-1100.