

# Survey Co-op

At DGL, students develop crucial skills and increase their knowledge in the engineering and surveying profession; however, they are part of something bigger...the DGL Difference! The DGL Difference truly starts with our team.

## POSITION INFORMATION

As a co-op, you will be an integral part of the project team and help us create solutions for our clients. We believe this productive time challenges and motivates co-ops and also helps you explore the wide variety of job opportunities available in the civil field. We are passionate about finding the solutions to client problems and having fun along the way. In fact, our unofficial motto is "having fun while getting the work done". We also provide opportunities to volunteer our time and talents to local nonprofit organizations, offer STEM related engagement to schools and universities, run marathons together, among many other activities like our annual summer cornhole competition!

## PRIMARY DUTIES AND RESPONSIBILITIES

Include but are not limited to the following:

- Assists in performing boundary surveys, topographic surveys, and construction layout.
- Assists with drawings, sketches, calculations, and record keeping pertaining to survey/engineering projects.
- Assists in the research of land records, deeds, subdivision maps, easements, etc.
- Cleans and maintains survey equipment and vehicle as needed.
- Keeps direct supervisor promptly informed of key/significant issues or concerns.
- Carries out duties and responsibilities in a safe and efficient manner to maintain safe work environment and surrounding area for oneself, co-workers and public. Responds to hazardous situations and/or potentially unsafe conditions by taking corrective action as capable and promptly notifying supervisory personnel.
- Performs related duties as assigned or apparent.

## SKILL SET

- Ability to work outdoors in varying weather conditions and on difficult terrain, including entering wooded areas.
- Working knowledge of AutoCAD, Civil 3D, Microstation in a Survey design capacity.
- Familiarity with Microsoft office products suite.
- Ability to develop and maintain effective working relationships with stakeholders, including employees and the general public.
- Ability to speak and write clearly, concisely and persuasively using correct grammar, spelling and punctuation with ability to communicate one-on-one or in group settings.
- Ability to perform work with a high degree of accuracy and organization.
- Ability to work cooperatively with others.
- Ability to lift 40 pounds.
- Must have a good driving record (less than six (6) active points on driving records at the application stage of the hiring process) and possess a valid driver's license.

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## EDUCATION

- Enrollment in and active pursuit of Bachelor of Science or Bachelor of Technology in engineering, construction or surveying OR enrollment in a post-secondary technical degree program.