



Bell Land Surveying PLLC Survey Technician Position Description

Bell Land Surveying PLLC is seeking an experienced Survey Technician for our growing office. We specialize in boundary, engineering, and architectural surveys for residential, commercial, recreation, conservation, and public purposes.

Job Duties

- Completing land survey work under the direction of senior staff.
- Use survey equipment and software to gather and compute data with precision and accuracy.
- Conduct steps necessary to complete survey both in the field and office including, but not limited to: research, clear brush, drive stakes; prepare sketches, survey documents, drawings, notes, and reports; and maintain records.
- Represent Bell Land Surveying PLLC in a professional and ethical manner.
- Interact with clients in a professional manner.
- Follow all corporate and jobsite safety procedures.
- Ensure that survey activities are performed in accordance with standard procedures, standards set by applicable state statutes and the ACSM.
- Other duties as assigned.

The Preferred Candidate will possess:

- Registration as a Surveyor Intern in the State of WV or PA is preferred but not required.
- Demonstrated ability to complete work independently.
- Proficiency in Carlson Survey and Carlson SurvPC software; Must have the ability to learn new software.
- Knowledge of Microsoft Office programs such as Outlook, Word and Excel.
- Clear and professional written and verbal communication skills with management and clients as well as outside engineering and architectural consultants.
- Skills to work effectively and efficiently within a team.
- Proficient in the use of field instrumentation (such as GNSS, total stations, data collectors, levels, and other equipment).
- A valid driver's license.

General Information

- Salary will be based on relevant experience, ranging from \$17-\$33/hourly or \$35K-\$70K/annually + incentive bonus eligible.
- Rewarding work environment.
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- Office Location: Morgantown, WV.
- This position requires work on active construction sites, urban locations, remote wooded locations on steep hilly terrain, with the possibility of adverse weather conditions.
- The position requires the ability to lift 60 lbs.

Job Benefits

- Education Opportunities.
- Paid time off including 11 paid holidays, 15 vacation days in the first year, and wellness/sick time.
- Health and retirement stipends (potential for 401k and HRA).

Send Resume to admin@bls-pll.com with subject line: Surveyor Technician.