

Survey Technician (Paid Internship)
Sheffler & Company, Inc.
Sewickley, PA Office
(412) 219-4509

Firm Description:

Sheffler & Company, Inc. (Sheffler) is a growing Civil Engineering & Surveying Consulting firm. The Sheffler headquarters is located 12 miles north of the City of Pittsburgh, Pennsylvania. Our firm was founded in 1970 by Gary A. Sheffler, Sr., a licensed Professional Land Surveyor. Sheffler has an unparalleled level of expertise in surveying, civil engineering, site development and civil land planning. Sheffler has registered professional engineers and surveyors licensed in many northeastern states. We strive to provide quality, professionalism and sound investigation of the physical, economic, social, and environmental qualities on every project. We stress personal service and a total quality management approach for our clients. Our team takes great pride in the preparation of our work to ensure our client's success.

Job Summary:

In support of client requirements, the Survey Technician performs boundary resolution using deed descriptions, field surveys, and aerial imagery. Conducts deed research, plots property surveys for surface, coal, and/or oil and gas tracts. Verifies pooled units, mineral/surface boundaries and vestment.

Job Responsibilities:

Plots property chain of title outlined in assigned Title Opinion, identifying all outsales and/or issues with the property boundaries.

Conducts research using client-run software and/or county-run sites to locate deeds and tax records, review tract location on GIS site; retrieves additional information as needed.

Reviews subject tract boundaries to check for any errors in bearing or distance calls; makes general calls when possible to best reflect property boundaries.

Resolves subject boundaries using deed descriptions, field surveys, and aerial imagery for weekly to bi-weekly submittals; reviews with senior-level surveyor.

Additional duties may be required.

Required Skills/Qualifications:

Qualified candidates should have 1 – 3 years of office, or educational, experience in boundary resolution. Familiarity with reading and interpreting property surveys to accurately and efficiently plot boundaries using Drafting Software (AutoCAD Civil 3D).

Ideal candidate should be proficient in the use of office Drafting Software (AutoCAD Civil 3D).

Candidates must display excellent communication, analytical, and organization skills, and perform well in a group environment.