

Land Transport Authority

Job Description

Date:	March 2023	Position Title	Principal Land Surveyor (Donor Funded Projects)
Division:	Quality Assurance Division	Classification Level	G7/S1-G8/S7 (\$42,126.64-\$65,875.99 p.a.)
Directly Supervises	Surveying Team		
Reporting Structure	The Quality Assurance Division for the effective and efficient supervision of all construction activities of Donor Funded Projects to ensure the achievement and sustainability of the LTA's business goals and objectives.		

Primary Objective

To provide advice and assistance to the Manager Quality Assurance Division in the supervision of all the surveyor operations to be delivered within prescribed timelines, and make exact measurements and determine property boundaries.

Responsibilities

1	Carry out road redefinition, topographical, land taking and leveling surveys as requested for LTA on going road works.
2	Execute and check all survey CAD drawings of Roads surveyed by the team and ensure it meets the specified survey accuracies.
3	Supervise and ensure all survey work done by survey teams meet specified accuracies.
4	Assist LTA tech teams on preparation of any survey related contracts with any outsourced survey work.
5	Assist LTA technical teams in execution of any new road design layout when necessary
6	Collaborate with PMD in execution and monitoring of world funded projects to ensure all survey related matters are dealt with.
7	Collaborate with PPD in assessment of all Development Consents applications from PUMA.
8	Prepare and monitor the process of producing any survey plans until approval from MNRE
9	Collaborate with other utility service agencies carrying out works within the Road Reserve and working together with our Legal Division to resolve encroachment issues.
10	Assist and monitor movement of survey section personnel and equipment
11	Represent the QAD manager in any management meetings, site visits or wherever applicable when absent
12	Attend to all land and survey related issues required by LTA for contract execution and monitoring

Selection Criteria

		Essential - Desirable	Weighting
Qualification	A degree in Land Surveying (B.Surv) or equivalent with Land surveying major.	Essential	
Qualification	A Samoan Registered License Surveyor	Essential	
Work Experience	At least 5 years work experience as a land surveyor.	Essential	
Knowledge and Skills	Demonstrated ability to collaborate, network, negotiate and engage effectively with divisional employees, managers and with external stakeholders in issues pertaining to road operations	Essential	

	Demonstrated ability to formulate, manage and achieve planned outcomes with approved resources and within agreed timelines in accordance with acceptable ethical standards	Essential	
	Should be computer literate and has proven experience in Microsoft office software and other appropriate engineering database	Essential	
	Excellent verbal/written communication skills and interpersonal skills in Samoan and English	Essential	
	<p>Has sound knowledge of the following legislations:</p> <ul style="list-style-type: none"> • Survey Act 2010 • Lands and Environment Act 1989 • Land Taking Act 1964 • Survey Regulations • LTA Act 2007 • LTA Regulations • Public Finance Management Act 2001 • Public Bodies Performance and Accountability Act 2001 • Ministry of Works Act 2002 • Labour and Employment Act 2013 	Essential	

Competencies	
1	Team Player & Team Building
2	Responsible, Listen and Respond
3	Planning, assigning, directing and supervising
4	Integrity/Flexible/Common Sense, Trustworthy
5	Public and Customer Relation expert
6	Physically fit

Prepared by:	Human Resource
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