

Land Transport Authority

Job Description

Date:	February 2025	Position Title	Survey Field Assistant
Division:	Quality Assurance	Classification Level	G1/S1-G2/S7 \$10,538.79 - \$17,150.57p.a.
Reports to:	Manager Quality Assurance through Land Surveyor		

Primary Objective

Assist the Senior Surveyor in setting out of surveying instruments and perform the following duties.

Responsibilities

1	Assist the Assistant Survey Technician in laying out survey marks for traverses
2	Carrying staves accurately during works.
3	Clearing any object(s) in the way of the survey line.
4	Know how to find survey marks and boundary marks with care
5	Keep survey instruments clean at all times and after work each day.
6	Assure the safety of the instrument as per instrument User's Guide Book.
7	Any other duties as directed.

Selection Criteria		Essential - Desirable	Weighting
Qualification	Completion of Samoa School Leave Certificate with good passes in Mathematics.	Essential	
Work Experience	Minimum of 1 year relevant working experience.	Desirable	
Knowledge and Skills	Knowledge of LTA roles and functions and customer protocols.	Desirable	
	Demonstrate knowledge of the safety of the instrument as per instrument User's Guide Book.	Desirable	
	Must be fit and strong and able to work in the sun	Essential	
	Demonstrated ability to clearly communicate both orally and in writing in Samoan and English	Essential	
	Demonstrate ability to maintain survey instruments at all time.	Essential	
	Must be Computer literate in Word, Excel, Power point and email.	Desirable	

Competencies

1	Honesty
2	Team building
3	Flexible and Common Sense
4	Relationship establishment with customers & clients
5	Integrity
6	Punctuality
7	Responsible, Listen and Respond

Prepared by: Human Resource & Quality Assurance Division