



COLEMAN ENGINEERING COMPANY

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• 635 CIRCLE DRIVE
IRON MOUNTAIN, MI 49801
PHONE: 906-774-3440

• 790 MARVELLE LANE, UNIT 3
GREEN BAY, WI 54304
PHONE: 920-264-9404

SURVEY PROJECT MANAGER

Job Description

Responsible for overseeing, performing, and managing boundary, topographic, construction layout, hydrographic, easement and geodetic type land surveying. Full-time position available in any of the following offices:

- Iron Mountain, Michigan
- Ironwood, Michigan
- Green Bay, Wisconsin

The ideal candidate must possess excellent follow-through skills, be attentive to detail, work well with others, and be able to communicate effectively with clients and coworkers. The ability and knowledge to read and interpret maps and plan sets is required. When in the field, this position may entail walking over varying terrain and in varying weather conditions. Candidates will be required to perform light manual labor, follow all safety guidelines and lift over 50 lbs. In addition to other duties, the Survey Project Manager will be responsible for all aspects of the survey projects assigned to them. This is mainly an office position, but field work may be required from time to time.

Background:

- Have a two or four-year degree in Land Surveying or have 5 or more years previous survey experience.
- Have a desire to obtain a Professional Land Surveyor License.
- Proficiency with operation of Trimble surveying equipment.
- Experience with Civil3D/AutoCAD software.
- Ability to work independently as well as with a crew.
- Ability to perform computations and QA/QC checks on work performed.
- Understanding of budget and deadline constraints.
- Strong verbal and written communication skills.
- Self-starter.
- Strong Computer skills.
- Proficient with MS Word and Excel.
- Must demonstrate clear commitment to delivering excellent customer service.
- Clean driving record with valid driver's license and ability to pass USDOT driver check.
- Ability to safely operate ATV, UTV, snowmobile, and boat.
- Ability to work in various weather conditions (heat, cold, dust, wind, etc.)

Coleman Engineering Company (CEC) offers competitive salaries and benefits, including matching 401K; access to three different health insurance plans; paid vacation, sick & holiday time; company paid life and disability insurance; and cell phone reimbursement. CEC offers the opportunity to advance your career in a professional and challenging work environment, but in a laidback atmosphere with a small company feel. CEC understands everyone's situation is different and works with all our employees to formulate a schedule that works for them. Please send resumes to Coleman Engineering Company, 635 Circle Drive, Iron Mountain, Michigan 49801, Attn: LeAna Lindquist, or email llindquist@coleman-engineering.com. EOE