

# SJB Group, LLC

## JOB DESCRIPTION SUBSURFACE UTILITY ENGINEER FIELD OPERATIONS MANAGER

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EXEMPT: No

REPORTS TO: Department Manager

### SUMMARY:

Supervises and coordinates activities of field crew leaders. Instructs and trains new employees. Reports defects and suggests methods to improve quality. Maintains a safe working environment and reports unsafe conditions. Recommends and implements staffing plans appropriate to business volume and service mix. Establishes mechanisms for monitoring and control of key operating parameters including safety, quality, service, and productivity. Initiates anticipatory corrective actions to avert problems and assure adherence to operating plans. Assures effective bilateral channels of communication between the workforce and management. Monitors all phases of work to insure proper techniques conform to the latest ASCE policy on 38-02. Meets with management on scheduling and quality issues regularly.

### ESSENTIAL DUTIES / RESPONSIBILITIES:

- Meets all requirements for SUE Tech III.
- Responsible for leading Designating/Vacuum Excavation crews and training new employees on Designating/Vacuum Excavation procedures.
- Insures the safety of all crew members, clients, and the public.
- Expert knowledge of utility line locating equipment including, but not limited to: Metrotech, RD, GPR, etc.
- Select and apply the appropriate designating equipment per project requirements.
- Comprehends and interprets utility as-built drawings and highway design plans.
- Understanding of project goals, scope of work and client expectations.
- Performs and excels at problem solving for locating underground utilities.
- Coordinates survey activities in connection with SUE work.
- Safe operation of company vehicle.
- Maintains SUE equipment.
- Communicates findings and analysis.
- May travel out of town.
- Excellent communication skills.
- Maintains a professional image.
- Responsible for training and supervising all SUE processes and techniques for:
- Locating buried utility lines using vacuum excavation.
- Designating underground utilities using a suite of geophysical equipment (RD, Metrotech, GPR, etc.).

- In designation and vacuum excavation methods.
- Accurate interpretation of subsurface/surface utility information while in the field. Ensures field activities meet Client requirements.
- Adheres to all safety guidelines.

**EDUCATION/ EXPERIENCE:**

High School Degree/GED with a minimum of 4+ years in utility designation and location. Three to four years of related production experience in supervision. Valid Driver's license is required.

**LANGUAGE SKILLS:**

Ability to read and comprehend instructions, written and verbal correspondence, and memos. Ability to effectively present information in one-on-one and small group situations to customers, clients, and other employees of the organization.

**MATHEMATICAL SKILLS:**

Ability to add, subtract, multiply, and divide in all units of measure.

**REASONING ABILITY:**

Ability to apply commonsense understanding to carry out detailed but uninvolved written or oral instructions. Ability to deal with problems involving a few concrete variables in standardized situations.

**PHYSICAL DEMANDS:**

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is frequently required to stand; use hands to handle, or feel objects, tools, or controls; and talk or hear. The employee is frequently required to walk; reach with hands and arms; and stoop, kneel, crouch, or crawl. Must have the ability to walk 2-10 miles per day while carrying supplies and equipment. Ability to clear a line with a machete, brush-ax, or chain saw.

The employee must frequently lift and/or move up to 30 pounds and occasionally lift and/or move up to 50 pounds. Specific vision abilities required by this job include close vision, color vision, depth perception, and the ability to adjust focus.

**WORK ENVIRONMENT:**

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. It will require to work in extreme heat, cold, humid, and rainy weather conditions. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.