

**Position:** Lead Surveyor  
**Location:** Site Based  
**Reporting to:** Operations Director  
**Post deputy:** Surveyor

**Purpose of the Role**

1. To carry out topographical and railway surveys;
2. To carry out surveys to the requirements of the survey specifications in contracts or to the requirements of Designers;
3. To lead a team of one or more Surveyors in carrying out surveying activities;
4. To accurately and reliably produce survey data to present to clients or Designers.

**Key Accountabilities**

**1. Safety**

- Actively demonstrate support for the implementation of the PBH Safety, Health, Environment and Quality (SHEQ) strategy, associated actions and resulting initiatives;
- Co-operate in all safety and environmental matters to help PBH Rail meet its legal and contractual safety responsibilities;
- Promote safety and environmental awareness;
- Comply with legislation, company standards, contract conditions, method statements and measures to control risks identified in your activities;
- Persons under their control observe the requirements of the health and safety policy;
- The policy is effectively administered and monitored in the areas under their control;
- Pertinent information is distributed throughout their areas of control;
- All accidents and incidents are correctly reported and recorded, and that action is taken to prevent a recurrence of the accident or incident;
- The relevant legislation is complied with on site;
- Management is informed of any change to their state of health, either temporary or permanent, which might affect their working ability or their suitability to carry out any particular task or tasks;
- Adhere to the PBH Rail Drug and Alcohol Policy and co-operate with screening requirements;
- Assists site Management when and where practicable to undertake Safety Induction and toolbox talks;
- Persons under their control are adequately trained in the tasks allocated to them;
- The workplace is kept tidy and free from tripping hazards;
- The first aid arrangements are understood and readily available;
- All staff understand the emergency procedures;
- Sets a personal example when visiting by wearing the appropriate protective clothing and equipment in accordance with current legislation and this policy;

- When working on Network Rail Infrastructure Contracts, all staff hold the appropriate certification that is required i.e. PTS/LOOKOUT/COSS/SWL etc;
- While working on Network Rail controlled infrastructure, person complies with any rules, regulations and instructions either written in general terms or issued verbally on site by the appropriate person i.e. COSS/SWL etc;
- Adhere to the PBH Rail Management of Fatigue by recording excessive hours worked on the appropriate PBH Rail form.

**2. Profitability**

- Provide cost effective support to the Engineering department by conducting surveys in the most efficient and timely manner.

**3. Quality**

- Provide accurate survey results conforming to best practice and industry standards.

**4. Respect**

- Treat people in a fair and consistent way. Consistently strive to understand client's needs and requirement.

**Principal Duties**

1. Carry out surveys as directed by the Survey Operations Manager;
2. Be able to determine the most appropriate professional manner for the planning and execution of surveys;
3. Diligently complete land, overhead line, railway and gauging surveys;
4. Establish calibration and maintenance regimes for all survey equipment;
5. Establish survey monitoring regimes;
6. Carry out setting out activity in accordance with design drawings and scheme plans;
7. Manage a team of one or more Surveyors;
8. Lead and coach Surveyors in all site surveys;
9. Produce survey data accurately and rapidly;
10. Where the Lead Surveyor is a COSS/SWL. Act as 'Person in Charge' on behalf of PBH Surveys, liaising with the planning team to ensure compliance with the NR/L2/OHS/019 'Safety of people at work on or near the line';
11. Responsible for supporting the planning and management of work including site and task-based risks and mitigation.

**Candidate Profile**

**1. Technical Skills:**

- Be a member of RICS / ICES or working to achieve Chartered Status;
- Competent in the selection of the appropriate survey equipment and the operation and instruction of the following:
  - Total Station;
  - Platform gauge;
  - Laser Sweep;
  - GNSS Operations;
  - Heights and staggers gauge;
  - Mephisto;
  - Automatic and digital levels;
  - Track Measuring Device;
- Competent in the use of at least two or more of the following survey and complementary software packages, with a good understanding in the operation of all others including:
  - Terramodel;
  - Trimble Business Software / Leica GEO Office;
  - AutoCAD / Microstation.
- Be able to understand and translate RICS and Network Rail surveying standards into site practice;
- Be competent to a level to enable the training of Surveyors in the following survey techniques:
  - Traversing;
  - Topographical and detailed surveying;
  - Levelling;
  - Gauging;
  - GPS / GNSS operation.
- Hold Sentinel competencies including:
  - PTS;
  - COSS/SWL;
  - Engineering Supervisor/SWL2.
- Hold additional competencies including:
  - First aid;
  - CAT/Genny.
- To act as UAV Pilot as and when required.

**2. Behavioural Skills**

- Professional approach to managing and delivering technical activities;
- Effective people management and good communicator;
- Is flexible and adaptable in changing circumstances;
- Ability to prioritize work and organize team resources;
- Ability to make decisions to support the requirements of the business;
- Able to identify and manage task and site risks relevant to the work being undertaken.