

JANE SMITH

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SURVEY CREW CHIEF/CONSTRUCTION INSPECTOR WITH 10+ YEARS OF EXPERIENCE

PROFESSIONAL PROFILE

A conscientious, solutions-focused, and results-oriented Survey Crew Chief with 10+ years of comprehensive industry training and practical on-the-job experience in a variety of capacities and environments. Recognized as a performer able to manage multiple responsibilities simultaneously, successfully and efficiently resolve issues, and consistently meet and exceed established goals and objectives. Effective supervisor, trainer, and motivator with a “hands-on” leadership style accustomed to working under fast-paced, high-volume, time-sensitive conditions. Quick learner demonstrating a high-level of accuracy and thoroughness recognized for capacity to work autonomously as well as collaboratively, interact effectively with all levels of support staff and management, and easily grasp, apply, and present new ideas, concepts, methods, and technologies. Exceptional investigative, analytical, troubleshooting, and problem-solving skills. Strong written, oral, and technical aptitude. Trimble Geomatics and Microsoft Office proficient.

CORE COMPETENCIES

- *Project Management/Direction*
- *Topographical Note Taking*
- *Isometric Drawings*
- *Data/Blueprint Interpretation*
- *Quality Assurance Standards*
- *Crew Supervision/Training*
- *Data Tracking & Reporting*
- *OSHA Regulatory Compliance*
- *Inventory Control/Management*
- *Safety Systems/Inspections*
- *Risk Assessment/Mitigation*
- *Process Innovation/Improvement*
- *Technical/Schematic Drawings*
- *Resource/Budget Administration*
- *Investigative Research & Analysis*

DESIGNATIONS

- CPR and First Aid Certified
- Trimble Pro-XR and RTK Certified

TECHNICAL ADDENDUM/BREADTH OF KNOWLEDGE

- Leopard and Snow Leopard Operating Systems
- Metrotech and Radio Detection Locators
- Microsoft Office, iWork, and Windows
- RTK GPS Equipment
- Static
- TGO
- Topcon and Sokia Total Stations
- Trimble TSC2

PROFESSIONAL CHRONOLOGY

ABC Company <i>Survey Party Chief - Four (4) Man Crew</i>	Any Town, USA	Sept. 2007 - Present
ABC Company <i>Survey Party Chief/Supervisor - Lead Surveyor Over Three (3), Three (3) Man Crews</i>	Any Town, USA	Jul. 2004 - Sept. 2007
ABC Company <i>Survey Party Chief/Instrument Man</i>	Any Town, USA	Jun. 2003 - Jul. 2004
ABC Company <i>Survey Party Chief</i>	Any Town, USA	Aug. 2000 - Jun. 2003

PRIMARY PROJECTS

- ABC East Pipeline - Lead Surveyor Over Three (3) Preliminary Crews Encompassing Up To Three (3) Subordinates
- Participated in the Design and Mapping of Inner City Routes for Fiber Optic Lines - Any Town, USA

PRELIMINARY CONSTRUCTION SURVEYS PERFORMED FOR THE FOLLOWING CLIENTS

- Adesta Communications
- Chesapeake Energy
- Columbia Gulf
- Duke Energy
- Florida Gas
- Gulf South
- Kinder Morgan
- Maritime and Northeast
- Southeast Header Supply

KEY QUALIFICATIONS/HIGHLIGHTS OF PROFESSIONAL EXPERIENCE

- Directed the efforts of a field crew with up to four (4) members; provided ongoing direction and support.
- Facilitated daily meetings with the crew; issued daily assignments, addressed safety concerns, and organized data and notes.
- Presided over and managed multiple assignments, met deadlines, and accounted for equipment/resources.
- Oversaw preliminary design and mapping of pipeline routes as well as as-build surveys during the construction phase.

KEY QUALIFICATIONS/HIGHLIGHTS OF PROFESSIONAL EXPERIENCE (CONTINUED)

- Utilized precision GPS equipment to record topographical data; drew topographical and isometric maps of all data recorded.
- Provided detailed technical insight, guidance, and assistance; interpreted inspection findings and initiated, recommended, and implemented comprehensive course of action.
- Generated and disseminated daily progress reports and hours worked to management.
- Created clear and flowing notes, drew isometric maps for valve site areas, and generated visual templates for above ground structures.
- Built as-build surveys on the ABC Gathering System.
- Participated in the Design and Mapping of Inner City Routes for Fiber Optic Lines; routes ran through high-density areas of downtown Any Town; required intense and detailed surveys. Upon completion of the survey phase, elevated to Construction Inspector. Oversaw potholing location and trenching crews; experienced with horizontal directional drilling processes.
- Developed experience with section and property corner location; located existing pipelines and railroad rules and regulations.
- Ran all devices used in topographical mapping including TSC and TSC2 data collectors, Real Time Kinematic GPS, Trimble Pro-XR, Topcon and Sokia Total Stations, and Metrotech and Radio Detection Locators.

EDUCATION

Coursework Completed Toward Associates Degree in General Studies
Hinds Community College, Vicksburg, Mississippi

PROFESSIONAL DEVELOPMENT

- ATV Training
- Hydrogen Sulfide Training
- Smith Systems Driver Improvement Course

References and Supporting Documentation Furnished Upon Request