

<b>Job ID:</b>	349RK
Job Title:	Surveyor / Office Manager
Degree Requirements:	4-year degree of a related field or necessary survey classes
Years of Experience:	10
Type of Position:	Direct Hire
Location:	Lawrenceville, GA
Salary Range:	Based on Experience and Expertise
Travel Required:	Daily Travel to sites

**Please help the reader (s) of your résumé by telling us what your employers do / did to make money. Do not assume that the reader knows what your employers do / did.**

**One or Two sentences will suffice.**

A surveying - engineering firm located northwest of Atlanta is growing and has immediate need for a Surveyor / Office Manager in their Lawrenceville, GA office.

The **MUST HAVE REQUIREMENTS** are:

- \* Professional Surveyor, licensed in Georgia ( GA )
- \* 10years experience as a surveyor
- \* Proven managerial skills

The **RESPONSIBILITIES** of this position include but are not limited to:

- \* Manage local office with minimal daily supervision
- \* Managing local personnel & production of the Lawrenceville Survey Department
- \* Build & maintain external relationships to originate project opportunities
- \* Be highly motivated moving projects forward to meet office and company goals

**BENEFITS OFFERED**

- \* Insurance program
- \* Vacation
- \* 401K – 2% matching
- \* Profit Sharing – 6-year vesting

If you meet these requirements and wish to be considered for this position, send your résumé, that **includes what your employers do to make their money,** to us in a Word document without Headers / Footers, or Text Boxes at [Resumes AT PinnaclePlacementGroup.com](http://Resumes AT PinnaclePlacementGroup.com) mentioning the **Job ID** and the **Job Title** in the subject line of your email.

**In your email or cover letter, please provide us a short narrative detailing your experience and expertise as it applies to this position. Also, please provide us with your **MINIMUM** salary requirements.**

**KEY WORDS:** GPS, Theodolite, global positioning system, plumb, prism pole, surveying equipment, transit, ALTA, American Land Title Association, PC, Party Chief, PPE, Personal Protective Equipment, LSIT, Land Surveyor In Training, LS, Land Surveyor, Jordan Engineering, Survey Land Express, McClung Surveying, Wide Open Land Surveying, Caylx Engineering and Consultant, machete, survey pin, GEO Survey, Jacob, AutoCAD, civil 3d, Carlson survey, GA Professional Surveyor License