



ANNIS O'SULLIVAN VOLLEBEKK LTD

Survey Assistant Opportunities

Annis O'Sullivan Vollebakk (AOV) is a privately-owned, independent, multi-disciplined Professional Land Surveying firm based in Ottawa and Eastern Ontario, offering clientele a wide range of services in topographic, hydrographic, cadastral, geodetic, remote sensing and engineering surveys. In addition to providing a full range of land development consulting services, including severances, subdivision design & layouts, and condominiums projects, AOV also plays a key role in creating strata-ownership and easement limits for multi-use developments and is a valued step in aiding the housing crisis. We provide large scale aerial LiDAR and photogrammetric data as well as terrestrial LiDAR scanning solutions.

We prioritize and value our commitment not only to our clients, employees and communities', but to quality, professionalism, and safety - our employees come to work everyday doing something that they know really matters.

What We Offer

- Opportunities for Growth & Advancement
- Coaching and Mentoring Program
- Competitive Wages and Vacation
- Comprehensive Benefits and Fitness Reimbursements
- Employee & Family Assistance Program
- Company 100% matching Group Retirement Savings Plan
- Mortgage Assistance Program
- Flexible Work Hours – Work-life Balance
- Professional Association Fees Coverage
- Professional Development Opportunities
- Diverse projects and a fast-paced working environment
- Paid Sick & Bereavement Days
- A fun, collaborative work environment with Corporate and Community Events
- Leading-edge technology and equipment
- Support to the communities we live and work in

The Role

The Survey Assistant works in the field under the direction of the Survey Technician to conduct various land surveys in accordance with industry regulations and AOV standards. The incumbent is responsible for operating various survey equipment and ensuring equipment is available and in proper working order for each job.

We look forward to hearing from you!

- Ensure all equipment required for the shift is in proper working order and loaded into the work vehicles prior to the work crew setting out for the day.
- Assist the Survey Technician on a wide variety of survey work including legal, laser scanning, construction and topographic surveys.
- Set-up and operate survey equipment including Total Station, GPS and data collectors.
- Act as a representative of our company in the field providing a respectful and knowledgeable liaison between the office and client.
- Be actively involved with the Survey Technician at the end of each day regarding any uploads and number of Survey monuments or any other extra gear that may be needed for the following day's projects.
- As directed by the Survey Technician, remove old field files from the data collectors that are no longer required.
- Maintain records of field project files in notebooks to ensure that all daily work is downloaded and stored properly at the end of each day.
- Complete a Fault Analysis Report for all equipment that is sent out for repairs and give the completed report to the Survey Technician.
- Maintain accurate records of vehicle conditions for the work crew (i.e. ensuring the safety and cleanliness, checking/logging tire pressure, checking fluids (oil, coolant, windshield washer).
- Wear appropriate Personal Protective Equipment (PPE) as per company policies.
- Adhere to company Health & Safety Policies.
- Maintain conditions (safety and cleanliness) of company vehicles.

Our competitive advantage is based on constantly resetting for relevance, figuring out new ways to work in partnership, delivering on total well-being outcomes, building for employability and harnessing collective energy and knowledge to drive transformative change. We are a culturally diverse and inclusive work family where you can be your authentic self.

Annis O'Sullivan Vollebakk Ltd. is committed to creating a barrier-free, accessible organization, utilizing a collaborative approach in supporting persons with disabilities during recruitment, selection, hiring and the ongoing employment life cycle in accordance with the Ontario Human Rights Code and the Accessibility for Ontarians with Disabilities Act. Should any applicant require accommodation, please contact Human Resources.

For additional information or to apply for a position in Ottawa or Eastern Ontario, contact Human Resources: careers@aovltd.com

We look forward to hearing from you!