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| Job Title | Trainee Utility Surveyor |
| Business Unit | Environment and Safety |
| Location | Coventry |
| Reports to: | Project Manager |
| Purpose | To develop the skills and experience required to carry out underground utility mapping surveys using detection equipment and data gathering techniques. This is a training role focused on practical learning and adherence to safety and company procedures. |
| General  Responsibilities/Specific Duties: | * Receive project briefings and review Work Instructions, Risk Assessments, and Method Statements, raising any queries with the Project Manager. * Ensure correct equipment and documentation are prepared for each project. * Conduct site surveys as directed by the Lead Surveyor, completing all field sheets and recording data accurately. * Download and post-process survey data, perform quality checks, and prepare survey reports including control diagrams and photographs. * Support the CAD & Data Production team in resolving queries and ensuring survey deliverables meet quality standards. * Assist Project Managers in investigating and resolving survey-related quality issues, providing feedback and lessons learned. |
| Objectives | * Consistently work safely and follow all company health and safety policies. * Develop competency in utility surveying techniques as outlined in the Utility Surveyor Skills Matrix. * Achieve proficiency in the use of GPR and EML equipment. * Ensure timely and accurate completion of survey data and reports. |
| Qualifications | * GCSE or equivalent in English and Maths * Full, valid UK Driving Licence (mandatory for site travel) |
| Competencies | * Good communication skills * Goal and target driven * Flexible and adaptable * Self-motivated and proactive in learning * Problem-solving mindset * Team player, attentive to detail, diligent, and thorough |
| Desirable | * Ability to work under own initiative and take ownership of tasks * Structured and well-organized approach * Cheerful and professional disposition * Experience working outdoors * Knowledge of Microsoft Office Suite (Outlook, Word, Excel) * Familiarity with utility surveying equipment, including GPR and EML systems |
| Mandatory Training | * SOCOTEC Online Health & Safety Training Modules - paid for by the company * SOCOTEC Online HR Policies Awareness modules - paid for by the company |