

- Company: Concrete Repairs Ltd
- Job Title: Survey Technician
- Location: CRL / CRL Surveys Regional Office
- Reporting to: Survey Manager / Assistant Survey Manager / Survey Regional Managers / Senior Survey Technicians
- Job Objective: To assist the Survey Manager, Assistant Survey Manager, Regional Managers and Senior Survey Technicians in offering Customers an efficient National and International, quality service.
- Responsible for: To assist the Senior Survey Technicians in the organisation of and to undertake the survey and investigation of buildings and structures, as directed, with a “No Compromise” approach to Health and Safety, and to prepare documentation for reports.

All activities and operations in accordance with the Company Policies, Operations and Procedures (POP) Manual.

More detailed responsibilities will include, at least, the following:

### General

1. Survey Technicians at all levels, including Probationary, will need to show the highest possible standards in terms of Personal Qualities, as follows:
  - i. Aptitude
  - ii. Punctuality
  - iii. Organisation
  - iv. Team Relations
  - v. Astuteness
  - vi. Flexibility

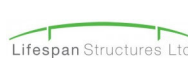
Development of these Personal Qualities will be monitored through annual Performance and Development Reviews, which will be used as a significant part of assessments of suitability for promotion.
2. Operating computers and other digital equipment, using a wide variety of software packages.
3. The compliance with all appropriate management systems fully and properly and the regular and accurate updating of databases.
4. Liaising with Clients.
5. Site Inspection at Tender Stage to Include Written and Photographic Records.
6. Ordering Plant and Materials etc., via the Buyer and/or Contracts Manager.
7. Complying with Company Policies and Procedures.
8. Ensuring Professionalism and Quality is Maintained Throughout all Activities.
9. Ensuring Compliance with all Standard Test Procedures.
10. Ensure that All Kit is within Calibration and / or Fit For Purpose.
11. Ensure that All Kit is Looked After and Kept Safe and Secure
12. Any Other Duties as Reasonably Required.

### Health and Safety

13. Assist the Survey Manager, Assistant Survey Manager, Regional Managers and Senior Survey Technicians to maintain the highest standards of Health and Safety.
14. Ensure that all work is done in strict accordance with all relevant procedures and regulations.
15. Ensure that all near misses and accidents are recorded timely and accurately.

### Quality

16. Assist the Survey Manager, Assistant Survey Manager, Regional Managers and Senior Survey Technicians to maintain the highest standards of Quality.
17. Ensure that all work is done in strict accordance with all relevant procedures and regulations.
18. Ensure that all complaints and non-conformances are recorded timely and accurately.



## Environmental Awareness and Protection

19. Assist the Survey Manager, Assistant Survey Manager, Regional Managers and Senior Survey Technicians to maintain the highest standards of Environmental Awareness and Protection.
20. Ensure that all work is done in strict accordance with all procedures and regulations.
21. Ensure that all near misses and accidents, together with any improvement and / or corrective actions are recorded timely and accurately.

## Survey Technician Levels as follows:

**Note:** Each Survey Technician must, under supervision, carry out the majority of the tasks listed, with advancement or promotion through the “Levels” conditional upon achieving certified competency whilst exhibiting a satisfactory development of the personal qualities described above.

### Probationary Technician:

#### Must:

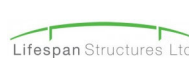
- attend CRL Surveys In-House Induction Training Course / Presentation:
- be aware of requirements for PPE, together with Site Safety and Environmental Exposure Issues (Noise, HAV, RF, Zoonoses etc.)
- be aware of CoSHH
- be familiar with the use of power sources, cables and connectors
- understand how to treat samples (incl. bagging, labelling and storage)
- understand the use of covermeters and other scanners and detectors (identification of various components of various manufacture)
- understand the basics of dust and lump sampling (identification of various components of sampling kit)
- understand the basics of carbonation testing (identification of various components of testing kit)
- understand the basics of core sampling (identification of various components of sampling kit)
- Understand how to undertake stock taking and replenishment of site consumables

### Survey Technician Level 1: Achieve Competency with the ‘Basic Tools of the Trade’, incl. (but not limited to):

- PPE, Site Safety and Environmental Exposure Issues (Noise, HAV, RF, Zoonoses etc.)
- 110V Generator, Cables (incl. positioning and operation) and Small Tools
- Core Drilling Rig (fixing down and operation), incl. associated tool kit
- Chemical Reagents (CoSHH, uses and precautions)
- Lump Hammer and Cold Chisel
- Covermeters and other scanners and detectors, of various manufacture
- Half-cell and Resistivity Kit
- Schmidt or Rebound Hammer
- Wall Tie Detector
- Borescope / Endoscope
- Tensile Bond Test Kit (incl. dollies) and Adhesives (CoSHH & options)
- Various Meters and Gauges used for measurements and calibrations
- Safe Van Loading and Weight Limits
- Stock Taking and Replenishment of Site Consumables

### Survey Technician Level 2: Achieve Competency with Basic Methodologies, incl. (but not limited to):

- Concrete Material Condition Assessment
- Hammer Testing and ‘Make-safe’, incl. H&S measures required and marking out
- Drilled Dust and Lump Sampling (incl. bagging, labelling and storage)
- Testing for Depths of Carbonation
- Covermeter and other scanning Surveys
- Assessments of Reinforcement Corrosion (Electrochemical Surveys)
- Half-cell Potential, incl. continuity testing, anode connections and fault finding
- Resistivity (Wenner Four Probe Device)
- Exploratory Breaking Out and Reinforcement Inspection (corrosion condition assessments)
- Assessment of Concrete Patch-repairs



- Exploratory Breaking Out and Reinforcement Inspection (chasing corrosion, recording form of likely repairs)
- Assessments of Structural Detailing
- Reinforcement Distribution and Detailing
- Exploratory Breaking Out and Reinforcement Inspection (site specific validation)
- Schmidt / Rebound Number Testing
- Core Sampling (incl. extraction, wrapping, bagging, labelling, care and storage)
- Pre-cast Concrete Cladding Investigation (form and fixing details)
- Basic Assessment and Direct Measurement (initial probing)
- Remote Scanning, e.g. using Hilti Ferrosan, Proceq GPR Live and Proceq Pundit Live Array
- Remote Inspection (borescope / endoscope inspections)
- Direct Inspection (Removal of Internal Panelling – incl. H&S considerations and exploratory breaking out – incl. H&S considerations)
- Compliance Testing
- Tensile Bond (pull-off) Testing for the assessments of Paint and other Coatings
- Tensile Bond (pull-off) Testing for the assessments of Concrete Patch-repairs
- Tensile Bond (pull-off) Testing for the assessments of Surface Strength
- Brickwork Surveys
- Wall Tie Population Survey
- Wall Tie Identification (type, condition and fixity)
- Remote Inspection (borescope / endoscope inspections)
- Direct Inspection (brick removal)
- Brick Sampling
- Mortar Sampling
- Window Survey (type, condition and sealing details)
- Weatherproofing Survey (type and condition)
- Making-good (back-filling drilled holes and intrusive breaking out in concrete)

**Survey Technician Level 3 Achieve Competency with the Compilation and Processing of Site Records, incl. (but not limited to):**

- Preparation of Site Record Sheets
- Preparation of Neat Base Drawings for Marking Up
- Neat Recording Site Data onto Drawings, Schedules and Test Area Sheets
- Where Necessary, Carry out Adequate Handover of Site Records on Completion
- Convert Site Records into Documentation Suitable for Inclusion within Reports

This job description is a guide to the nature and main duties of the job as they currently exist.  
It is not a permanent schedule nor is it part of the Statement of Terms of Employment