SCHEME OF SERVICE SPECIFIED UNDER REGULATION 15 OF THE PUBLIC SERVICE COMMISSION REGULATIONS

Ministry: Housing and Lands

Post: Survey Technician

Salary: Rs 14,600 x 275 – 15,150 x 300 – 15,750 x 325 – 17,700 x 375 – 19,575 x 475 – 21,950 x 625 – 23,200 x 775 – 31,725 (26 029 062)

Effective Date: 18 April 2017

Qualifications:
A. A Cambridge Higher School Certificate with passes at “Principal Level” in Mathematics and Physics or Passes in Mathematics and Physics obtained on one certificate at the General Certificate of Education “Advanced Level” or an equivalent qualification acceptable to the Public Service Commission.

B. Candidates should –

(i) possess effective interpersonal and communication skills; and

(ii) be computer literate.

Candidates should produce written evidence of knowledge claimed.

Duties:
1. To perform duties concerned with the collection of information on the existence of new map detail, the uses and occupation of land as well as to maintain records concerned with map surveys and data.

2. To perform surveys connected with the national basic scale mapping, including field completion of new plans and revision surveys of existing plans.

3. To carry out searches at the Registrar-General’s Department, the Archives Unit of the Ministry, the Supreme Court and at any other body for data acquisition regarding land ownership.

4. To ensure that –

(i) conditions of leases are complied with;

(ii) boundary lines are not obstructed by buildings or trees; and

(iii) boundary stones are not tampered with by lessees or neighbouring private owners.

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for Senior Chief Executive
Ministry of Civil Service and Administrative Reforms
18 April 2017

Date........................................
5. To cause boundary lines to be kept open.

6. To detect any cases of encroachment and squatting on State Lands and to report all such matters for official or legal action.

7. To assist Principal Surveyors, Senior Surveyors, Surveyors, the Principal Survey Technician and Senior Survey Technicians in the performance of their duties.

8. To supervise the work of Head Survey Field Workers and Survey Field Worker/Senior Survey Field Workers.

9. To effect site inspection of land parcels for the updating of the Land Administration, Valuation and Information Management System (LAVIMS) Digital Cadastral Database under the supervision of a Principal Surveyor or Senior Surveyor or the Principal Survey Technician.

10. To update the Acquisition Database and State Land Register Database.

11. To use Computer Aided Design (CAD) and Geographic Information System (GIS) software.

12. To use ICT in the performance of his duties.

13. To perform such other duties directly related to the main duties listed above or related to the delivery of the output and results expected from the Survey Technician in the roles ascribed to him.