

Make the next step in your Survey career as an OWNER! Join our award-winning MBE firm of 65 passionate, creative, and talented problem-solving engineers, architects and surveyors. Without question, the most important factor in our success is the quality people that comprise the Cripe team.

Cripe is seeking a talented individual to join our team in the position of Project Manager, Survey.

The **Project Manager, Survey** is responsible for the technical, functional, and creative quality of the deliverable product by providing indirect design input and quality control functions to managers in a comprehensive effort to assure completeness, accuracy, and a high level of creative problem-solving approaches. This position is also responsible for all facets of project delivery to assigned clients and as such is completely accountable for client satisfaction. The Project Manager is responsible coordinating with department head to inform, manage and meet client service commitments. The Project Manager will be responsible for the development and mentoring of the team with regard to culture and technical acumen. Project Manager will delegate as needed and practice and provide quality control/quality assurance activities in order to deliver a quality survey design product.

Skill sets must include performance and /or direction of specific survey work on diverse survey design projects across market segments and with varying degrees of complexity. This position will be responsible for directing and performing office professional survey services, as well as preparing required information for field services. This specific opening has an emphasis in supporting our construction staking team however will also have responsibilities under a more traditional Project Surveyor role (boundary, ALTA, topographic surveys, etc.).

Required Knowledge, Skills and Abilities:

- Candidates should have a minimum of 6- 8 years of experience, hold a Bachelor of Science in Survey or Civil Engineering and be a Licensed Professional Surveyor.
- Proficient with current versions of AutoCAD required, experience with Carlson Survey and Trimble Business Center a plus. Proficient in Microsoft Office.
- Experience in performing boundary, ALTA, and topographic surveys from start to finish including research, drafting, boundary analysis, and legal description writing.
- Ability to layout survey plats in an effective manner.
- Knowledge of the Public Land Survey System and jurisdictional subdivision requirements.
- Follow industry and company standards and procedure.
- Ability to prioritize, organize and multitask with great attention to detail - proactive and deadline-oriented. Excellent follow-up and time management skills.
- Work in combination with department head to coordinate, manage and ensure successful realization of project and client needs/expectations.
- Project management and coordination. Project schedules/budgets/billing.
- Project problem solving/finding solutions.
- Demonstrated survey design, excellent presentation, written, verbal and graphics communication skills, and solid project experience are essential
- Excellent client management and interpersonal skills.
- Excellent team leadership/mentoring skills and proven success directing teams in all project phases required. Project teaming and collaboration experience with multiple entities
- Technical coaching/mentoring experience; lifelong learner.
- Self-starter with the ability to work independently and as team Ability to interact effectively with multi-discipline customers, vendors and employees at all levels of the organization.

Compensation: Compensation commensurate with experience. Cripe is an **Employee Owned** Company with an excellent benefits package including medical/dental/vision insurance, 401K profit sharing plan, company paid short /long term disability and life insurance, continuing education support, bonus programs, paid time off and health club facility. **Cripe** is committed to its employees and provides programs which promote career development, wellness and a good life/ work balance.

Please send cover letter, resume and references to careers@cripe.biz. Please place **Project Manager, Survey** in the subject line. **Cripe** is an Equal Employment Opportunity Employer and participates in E-Verify. www.cripe.biz



Solutions by Design Since 1937

Cripe is marking its 85th year as one of the leading design firms in the State of Indiana. As a Minority Business Enterprise (MBE), Cripe provides services to its clients in Architecture + Interiors, Civil Engineering, Land Survey + Construction Engineering, Energy + Facilities, Equipment Planning and Real Estate Services. Its work spans all industries but concentrates in the Health + Wellness, Education, Retail, Government / Municipalities, Commercial and Residential markets. Headquartered in Indianapolis, Cripe also has offices in Carmel and Evansville, IN. Cripe is BIM Proficient – Civil 3D/Revit/3D Laser Scanning. Cripe is **Employee Owned**.

Without question, the most important factor in our success is the quality people that comprise the Cripe team. Our vision statement – “**To Be the Company of First Choice** – for strategic, trusted partnership through innovative solutions and proven stewardship of our people, clients, and communities”. – lists our people first as we know we are only as strong as the people who comprise our Cripe team.

Cripe believes that learning is a lifelong pursuit and as such professional development of our staff is ongoing and generously funded. Cripe is the place you come to grow a career, be a true teammate, impact your community and have a great time doing so. **As an 11 time recipient of Best Places to Work in Indiana (BPTW) Awards – including our 2021 BPTW Award and Hall of Fame status** - we understand how important work environment, benefits, compensation and your teammates are in determining a professional home. **Cripe is where you want to be.**

