



## San Pasqual Band of Mission Indians Position Vacancy

<b>Position Title: Journeyman Grade Checker</b>	<b>Internal Posting Date:</b> March 3, 2021
<b>Position Reports to: Public Works Director</b>	<b>Employment Category: Non-exempt/full-time</b>
<b>Department: Public Works</b>	<b>Internal Closing Date:</b> March 10, 2021

### Position Summary

Responsible for the measurement and setting of grade stakes during a construction project by studying survey stakes to determine the grade specification for embankment. This position will guide the direction of earth moving equipment such as excavators and bulldozer by means of grade stakes.

### Principal Duties and Responsibilities

- Mark and read survey stake along highway right-of-way to determine grade specification
- Measure and set grade stake to guide earth-moving equipment during excavation and embankment operations
- Observe and direct equipment operators during an excavation operation to ensure conformity with stake references
- Utilize surveyor rod and eye level to adjust the elevation of an embankment and initial excavation
- Form horizontal stakeline on embankment by measuring and staking at specific intervals
- Monitor backfill and sloping operations to ensure compliance with set production and safety guidelines
- Inspect excavation and embankment equipment to ensure they are in good condition and function efficiently
- Clean and prepare work site prior to the measurement and setting of grade stakes
- Collaborate with construction supervisors, equipment operators and site engineers to set and implement standards for work operations
- Utilize hatchets and chalk to set grade stakes and indicate grade specification on stakes
- Take horizontal and vertical measurements to determine the ratio of grade stake to embankment
- Maintain an up-to-date knowledge of surveying equipment and it's mode of operation
- Verify grade specifications to notify equipment operators and construction supervisors of deviations
- Study construction blueprints to determine the grade standard required for a fill, sloping or excavation operation.
- Worked with grading operations to set grade stakes to guide earth moving equipment operators in sloping highways and fill embankments.
- Interpreted information on grade stakes, finished slopes, and mixed soil stabilization materials.
- Measured distances from grade stakes, driving stakes and stretching tight line.
- Interpreted information on grade stakes to assure that work was done properly.
- Followed blueprints and read grade stakes to accurately construct the project.
- Interpreted information on grade stakes, placing or replacing grade stakes.

- Supported the Foreman on all phases of heavy civil construction, including grade control and equipment operation

### Qualifications & Skills

- High School diploma or GED.
- Minimum of seven (7) years' experience of journeyman grade checker required.
- Journeyman Certification preferred or equivalent years of experience with recommendation letter (test will be administered).
- Ability to operate Heavy Equipment.
- Ability to lift up to 50 lbs.
- Must be able to stand, stoop, and climb for periods of time.
- Knowledge of materials and tools for the job.
- May work weekends and holidays.
- California Driver's License and MUST be insurable with the Tribe's underwriter.
- Establish and maintain cooperative working relationships with superiors, peers, subordinates, and public assistance agencies.
- Must pass initial drug screen and random drug tests conducted thereafter.
- Other duties may be assigned.

*Note: Nothing in this job description restricts management's right to assign or reassign duties and responsibilities for this position at any time.*

Individuals who are interested in the above position should complete an application online at <http://www.sanpasqualbandofmissionindians.org/employment> and e-mail it to [hr@sanpasqualtribe.org](mailto:hr@sanpasqualtribe.org) or complete an application in person at 16400 Kumeyaay Way, Valley Center, CA 92082.

In accordance with the Policies and Procedures, San Pasqual Band of Mission Indians will at all times and for all positions give hiring, transfers and promotional preferences to qualified applicants in the following order: 1. San Pasqual Band of Mission Indians Members. 2. First generation Lineal Descendant or the legal spouse of an enrolled Tribal Member who contributes to the household 3. San Pasqual Band of Mission Indians Lineal descendants. 4. Other American Indians. 5. All Others.