

Sally Jane Duncan | Professional Land Surveyor

Location: Cape Town, South Africa

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Professional Profile

Experienced Professional Land Surveyor with experience in the private sphere with demonstrated drive, competence and integrity. A geospatial practitioner skilled in various aspects of surveying such as land (cadastral and sectional title), engineering, topographical and precise surveying in both field and office environments.

Professional Associations Membership

South African Geomatics Council (SAGC) - Professional Registration: GPr LS 1441-D

Education & Qualifications

Qualifications

BSc Bachelor of Science in Geomatics (Surveying)
Faculty of Architecture, Planning and Geomatics, University of Cape Town
Relevant coursework: Cadastral and engineering surveying, GIS, Geodesy, Town planning, Remote sensing, Photogrammetry, Property and Cadastral Law, Least Squares Analysis, Applied Maths and programming in Python.
Honours thesis topic: "The First Steps Towards a South African Marine Cadastre" (Awarded a distinction)

GPr-LS (PLS) Geomatics Professional in Land Surveying

Sectional Title Sectional Title Consultant

Training

2012 Basic Seis (STARFIX) and Basic Offshore Survey (Hydrographic surveying) courses.
Fugro in Bergen, Norway.

2013 Sectional Title Workshop
Surveyor-General, Cape Town.

2018 Completed Articles as Professional Land Surveyor in Training in accordance with the Geomatics Profession Act 19 of 2013.

2018 Completed training to become a Sectional Title Consultant in accordance with the Sectional Titles Act 95 of 1986.

Core Skills

- Land Surveying – Cadastral and Topographical
- Engineering/Construction Surveying and draughting
- Sectional Title surveys and draughting
- Precise Surveying and Levelling
- ModelMaker and SurveyMaker
- 2D & 3D Modelling from point cloud data
- Geographical Information Systems
- Mapping
- Project Management and coordination
- Problem Solving

Technical Skills

Software: MS Office
SurveyMaker and ModelMaker Systems
Trimble Business Centre
Trimble RealWorks
ESRI ArcMaps
Basic AutoCAD
Beginner in Revit

Equipment: Trimble S3 Robotic Total Station
Trimble R2 GPS Antenna
Trimble SX10, R8 and TX5 Laser scanners
CHC X91 GPS Antenna

Language Skills

- English: First language, fluent in written and spoken word
- Afrikaans: Second language, conversant

Personal Skills

- Driven professional with confidence
- Avid and fast learner
- Independent but capable of doing group-work
- Enjoys helping others and is open to asking for and receiving help
- Has the integrity of a Professional and always giving the task at hand all that is possible
- Works efficient and well under pressure
- Organised
- Aims at getting things done as soon as possible
- Good managerial and interpersonal skills.

Career Summary

December 2017 – March 2020

**Jennings Goullee Thomson t/a Cape Survey, Cape Town, South Africa
Professional Land Surveyor**

Outline

Completing various surveying jobs from beginning to end as a qualified Professional Land Surveyor. Jobs include cadastral, sectional title, engineering, topographical, as built and 3D modelling from terrestrial laser scanning and conventional surveying methods at different levels of precision. Preparations and submissions to the Surveyor General and Cape Town City Council.

Key Responsibilities

- Gather and analyse data for cadastral and sectional title surveys from online sources and prepping it for field work.
- Completing the cadastral and sectional title surveys from start to finish including dealing with the client and the occasional problem solving element that can be affiliated with the cadastral aspect.
- Cadastral surveys include subdivisions, consolidations, farm surveys, new townships and beacon relocations.
- Doing boundary surveys for the creation of a Land Surveyors Certificate for the City Council.
- Manipulating building plans onto the South African coordinate system and then performing the setting out on the horizontal and vertical datum and the creation of the certificates. Setting out included gridlines, wall corners, foundations, columns, piles, offsets, boundaries, benchmarks and other structures.
- Performing as-built surveys for construction and architects along with the creation of the 3D models, drawing of the plans or maps in 2D and 3D and the certificates. As built surveys of excavations and excavated sites, stock piles, rocks, old/existing buildings, buildings under construction and newly completed houses/buildings.
- Doing topographical surveys of various sizes of sites/erven in the urban and rural environment and drafting the plans and maps in 2D and 3D and creating surface and terrain models.
- High precision surveying and terrestrial laser scanning for precise positioning, as-built modelling and deformation analysis which includes working with and manipulating high density point clouds.
- Problem solving on site when called upon and in the office. Usually with regards to heights and positioning.
- Project management of cadastral and sectional title projects.
- City of Cape Town Council Land Use applications and road closures.
- Looking after and teaching student surveyors when they are doing their vacation work at the company.
- Software: ModelMaker, SurveyMaker, Trimble Business Centre and Trimble RealWorks.

Key Achievements

- Gaining valuable experience in cadastral surveys along with the post survey work in the office including LSC and submissions to the Surveyor General and Cape Town City Council.
- Sectional title surveys and the creating and amendments of schemes and dealing with clients.
- Working on the sub-centimetre level of accuracy for construction and design.
- Completing multiple topographical and as built surveys of different natures and the creation of the final product in 2D and 3D.

August 2017 – November 2017

**West Coast Geomatics, Cape Town/Saldanha, South Africa
Professional Land Surveyor in Training**

Outline

Assisting with and completing various land surveying jobs as a Professional Land Surveyor in training under the guidance of a Professional Land Surveyor. Jobs included cadastral, sectional title, engineering and topographical surveys.

Key Responsibilities

- Gather and analyse data for cadastral and sectional title surveys from online sources and prepping it for field work.
- Assist the Professional Land Surveyor with or myself perform cadastral, sectional title, engineering and topographical surveys.
- Analyse the field data from the surveys and create the desired products such as erf diagrams, sectional title plans and topographical plans and maps using ModelMaker and SurveyMaker.

Key Achievements

- Gain experience in cadastral and sectional title surveys and preparing the survey records for submission to the Surveyor General.
- Gain experience in engineering related surveys and topographical surveys along with the post office work such as creating certificates and drawing plans and maps.
- Become acquainted with dealing with clients and solving cadastral survey problems.

January 2017 – August 2017

**Cape Geomatics, Cape Town, South Africa
Professional Land Surveyor in Training**

Outline

Assisting with and doing pile setting out on construction sites and carrying out monitoring analysis on construction sites during excavation and building as a Professional Land Surveyor in training.

Key Responsibilities

- Prepping for and carrying out pile setting out along with creating the setting out certificate.
- Doing monitoring surveys in a local system.

Key Achievements

- Become acquainted to the deformation analysis side of survey.
- Gather more insight and understanding of construction and the respective sites.

January 2016 – December 2016

**Jennings Goullee Thomson t/a Cape Survey, Cape Town, South Africa
Professional Land Surveyor in Training**

Outline

Assisting with and completing various land surveying jobs as a Professional Land Surveyor in training under the guidance of a Professional Land Surveyor. Jobs included cadastral, sectional title, engineering and topographical surveys.

Key Responsibilities

- Gather and analyse data for cadastral and sectional title surveys from online sources and prepping it for field work.
- Assist the Professional Land Surveyor with or myself perform cadastral, sectional title, engineering and topographical surveys.
- Analyse the field data from the surveys and create the desired products such as erf diagrams, sectional title plans and topographical plans and maps using ModelMaker and SurveyMaker.

Key Achievements

- Gain experience in cadastral and sectional title surveys and preparing the survey records for submission to the Surveyor General.
- Gain experience in engineering related surveys and topographical surveys along with the post office work such as creating certificates and drawing plans and maps.
- Become acquainted with dealing with clients.

May 2015 – December 2015

**West Coast Geomatics, Cape Town/Saldanha, South Africa
Professional Land Surveyor in Training**

Outline

Assisting with and completing various land surveying jobs as a Professional Land Surveyor in training under the guidance of a Professional Land Surveyor.

Key Responsibilities

- Gather and analyse data for cadastral and sectional title surveys from online sources and prepping it for field work.
- Assist the Professional Land Surveyor with or myself perform cadastral, sectional title and topographical surveys.
- Analyse the field data from the surveys and create the desired products such as erf diagrams, sectional title plans and topographical plans using AutoCAD.

Key Achievements

- Become acquainted with the Surveyor General requirements for preparation of diagrams and sectional title plans.
- Introduction to topographical surveys.

July 2013

West Coast Geomatics, Cape Town/Saldanha, South Africa
Vacation work as an assistant surveyor

Outline

Assisted a Professional Land Surveyor with cadastral and engineering survey related jobs as part of my vacation work as per the requirements of the Geomatics degree.

Key Responsibilities

- Acquire knowledge from a qualified Professional Land Surveyor.
- Perform the duties of a survey assistant to the Professional Land Surveyor.

Key Achievements

- Gain knowledge and insight to the working land surveying world as a land surveyor and an assistant land surveyor.

November 2012 – January 2013

Fugro AS, Bergen, Norway
Hydrographic Surveying Internship

Outline

Introduction to the onshore and offshore duties of a hydrographic surveyor and a data processor.
Assist the workshop manager in prepping equipment for offshore surveys.

Key Responsibilities

- Post processing of data collected from a ROV.
- Gathering and prepping equipment for the hydrographic surveyors or survey ships.

Key Achievements

- Gain knowledge and insight on a beginner level to hydrographic surveying and all the prep that goes into a job before setting off to sea.
- Gain experience in data processing.

July 2012

CK Rumboll and Partners, Malmesbury, South Africa
Vacation work as an assistant surveyor

Outline

Assisted a Professional Land Surveyor with cadastral surveys and town planning related jobs as part of my vacation work as per the requirements of the Geomatics degree.

Key Responsibilities

- Acquire knowledge from a qualified Professional Land Surveyor.
- Digitising and map creation for town planning development scheme projects.

Key Achievements

- Gain knowledge and insight to the working land surveying world and an introduction to town planning.

Interests

Recent interests include agriculture, horticulture and hydroponics. I am completing a BSc in Agricultural Science in the Plant Stream part time through UNISA. Prevailing interests and hobbies include photography; music; environmental awareness and restoration; alternative energy; community service; offshore cadastral systems; legislation and cadastral surveying; offshore surveying and technical systems.

Additional Information

Birth Date: 05-02-1992

ID No: 920205XXXXXXX

Address: 53 Salisbury Street, Woodstock , Cape Town 7925, Republic of South Africa

Nationality: South African Passport #A02281860 Expires: 24-06-2022

Licenses: Motor Cycle 125cc;
General Motor Vehicle Expires: 03-07-2020

Marital Status: Single

References are available on request

I am an innovative and creative problem solver with a great regard for the environment. My dream would be to work in a position where I help conserve and restore the environment and all things natural as the world advances. Therefore, I would like to change my career over to conservation where I think my skills would be of great benefit.

I have experience in data collection, analysis and representation. I would like to use this experience in a conservation realm and help create solutions for helping our environment.

I have great research skills and experience with working in accordance with regulations.

My degree is within the Engineering and Built Environment and my past work involved a lot of engineering, specifically under the construction umbrella. The degree is a 4 year Professional Bachelor of Science degree.

I find Environmental Engineering so exciting and, today, so much left undiscovered.