

Position: CADD Technician
Department: Land Development
Positions Supervised: None
Reports To: Team Leader

FLSA Status: Non-exempt

Summary

Provide routine drafting and design support for Professional Engineer/Project Engineer during the planning and design of typical civil engineering projects such as roads, residential and commercial projects and schools.

Essential Duties and Responsibilities

- Transforms initial rough product designs using computer aided design (CADD) into working documents.
- Reviews and completes detailed notes, Cover Sheets, Basic redlines
- Obtain work assignments of either specific design elements or CADD drafting from Professional Engineer/Project Engineer with an allocated budget.

Position Requirements

- HS Diploma or GED. Associate's degree or completion of a technical trade school in CADD, drafting or related field. 0-3 years of experience in the field or in a related area.

Knowledge/Skills/Abilities

- Working knowledge of AutoCADD
- Able to understand relationship between project details and project goals.
- Able to read/analyze/interpret complex information.
- Problem Solving - Identify complex problems and review related information to develop and evaluate options and implement solutions.
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Please email resumes to hr@etminc.com

EOE/DFWP

This job description is representative of typical responsibilities and is not intended to be a complete list of all duties or skills required for the job. It is subject to review and change at any time, with or without notice, in accordance with company needs.