

JOB DESCRIPTION

CONTRACTUAL POSITION

JOB TITLE: DESIGN TECHNICIAN II

JOB SUMMARY:

The incumbent is responsible for conducting site visits and preparing preliminary designs. In incumbent is responsible for producing drawings on multiple projects of varying scopes.

REPORTS TO:

Senior Design Technician

SUPERVISION GIVEN TO:

N/A

DUTIES AND RESPONSIBILITIES:

- Assists Senior Design Technician in document control and the generation of templates.
- Prepares preliminary and conceptual drawings.
- Prepares drawings for review, presentation, tender and construction.
- Accompanies technical staff on site to gather project information.
- Performs other job-related duties as assigned.
- Generates quantities to assist in the preparation of Bill of Quantities.

MINIMUM EXPERIENCE AND TRAINING:

- Technician Diploma in Civil Engineering/Architectural Design/Draughting/Construction Engineering from an accredited institution.
- Five (5) years related working experience producing civil engineering drawings.
- Proficient in AutoCAD Civil 3D, Microsoft Word and Excel.