

| Job Description for Design Technician | |
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| | (Full-Time/Regular) |
| POSITION DESCRIPTION: | This position performs a variety of technical office and field duties related to the design of utilities (gas and/or electric). The successful candidate will work with little supervision after their training period. Some duties may include but are not limited to: interpreting engineering drawings; assisting with layout and design engineering work for construction; performing field work such as, measuring accurately with |
| | tape or wheel; taking basic field notes; driving locating stakes; minor right-of-way clearing; and other similar tasks. Design Technicians are also responsible for preparing materials lists, requesting 811 locates, and field staking construction locations accurately based upon engineering plans. |
| | A minimum of 2 years of experience in the area of design in the utility industry is strongly desired. Successful candidate will perform such other duties within his/her capabilities as directed that are necessary for company operations. |
| HIRING CRITERIA: | Must have knowledge of and experience in the use of CAD and or GIS software packages. |
| | Must be able to read plats, municipal GIS information, and technical plan sets. |
| | Two or more years with utility design experience preferred. |
| | Competent in MS Office products including outlook, word, excel and share-point. |
| | Must have excellent verbal and written communication skills as well as technical writing skills. |
| | Must be able to perform the physical requirements of the job which may include: extensive walking in various types of environments; long periods of sitting at a computer; and other moderate physical activity. |
| | Valid driver's license and clean driving history required. |
| Educational Requirements | A minimum of an Associates Degree is required, Bachelor's Degree preferred in GIS, Engineering, Architecture, or other related technical fields. |
| ADDITIONAL INFORMATION: | This position will require pre-employment background checks and drug & alcohol testing. It is also subject to random drug and alcohol screening. |
| Salary Information: | \$ 20-24 DOE |