

Position: Roadway Designer
Department: Transportation
Positions Supervised: None
Reports To: Vice President, Transportation

FLSA Status: Non-exempt
Approved/Revised Date: February 4, 2013

Summary

Performs non-routine CADD assignments of substantial variety and complexity within company and industry standards and codes.

Essential Duties and Responsibilities

1. Use project specifications, detailed drawings and verbal instructions to complete assignments.
2. Perform design calculations, prepare material and specifications, and provide preliminary sketches and notes for drawings.
3. Visualize and plan the graphic presentation of complex items having distinctive design features that can differ significantly from established drafting precedents.
4. Recommends design changes to Professional Engineer/Project Manager.
5. Works closely with Professional Engineer/Project Manager to obtain project information and ensure drawings are accurate and complete.
6. Mentor less experienced CADD personnel and offers advice and knowledge.
7. May coordinate design work for a project.
8. May infrequently act in a lead role over some drafters and/or function as a “non-supervising checker.”
9. Performs other duties as assigned.

Position Requirements

- HS Diploma or GED
- 10 or more years progressively complex drafting and design experience
- Proficiency in highly detailed design work.
- Proficiency with Microstation and Geopak

Knowledge/Skills/Abilities

- Understanding of design principles, standards and practices
- Ability to analyze and interpret information from multiple sources in order to complete assigned tasks/projects
- Ability to use logic and reasoning to evaluate alternative solutions, conclusions, or approaches to problems
- Ability to work as part of a team and adjust actions in relation to others' actions
- Effective oral and written communication skills

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.

Please email resumes to hr@etminc.com