



CAREER OPPORTUNITY

Position Title:	CAD Technician II (Temporary, Full Time – Approximately 6 months)
Competition Number:	2024-18
Department:	Community, Engineering, Development & Planning (Engineering Division)
Employee Group:	C.U.P.E. 768
Salary:	\$23.20 (Probationary)\$25.78/hr
Closing Date:	Friday May 17, 2024

The City of Corner Brook is presently accepting applications for the temporary full-time position of **CAD Technician II** with the Department of Community, Engineering, Development & Planning (Engineering Division). This position will report to the Supervisor of Engineering and will be responsible for ensuring that all general office duties relating to drafting requirements are properly carried out.

Duties and responsibilities: Major duties will include preparing construction and as-built drawings and making amendments to drawings and maps through the use of computer aided drafting (AutoCAD), ArcGIS, and other related software; calculating and plotting data gathered from field notes and preparing contract documents and drawings. Provide printing & scanning services to various departments throughout the City's operation. Working closely with GIS creating and updating mapping, database & indexes, web maps and other functions as required.

Qualifications: Completion of a two-year program in computer-aided drafting or a diploma in a field such as civil engineering technology supplemented with a minimum of three (3) years of experience in drafting in a civil engineering environment with exposure to ortho imagery, GIS systems, topographic mapping, street or road alignment, underground municipal servicing, and retaining wall structures. A combination of experience and training may be considered.

The City of Corner Brook will provide support through the recruitment process to applicants with disabilities, including accommodation that considers an applicant's accessibility needs. Candidates are encouraged to discuss specific needs with the City's Human Resources division by emailing hr@cornerbrook.com

Please submit résumés **giving complete details of qualifications** to the Human Resources Office, via E-mail at careers@cornerbrook.com

The City of Corner Brook thanks all applicants for their interest; however, only those selected for an interview will be contacted.