Job Title: CAD Technician/Designer (Civil Engineering)
Reports To: Project Manager / Licensed Professional Engineer (P.E.)
Location: Venice, Florida

Role Summary

You will use AutoCAD and Civil 3D to independently produce construction drawings and plan sets for roadway, utility, structural, and land development projects. The ideal candidate has 10+ years of civil drafting experience, strong knowledge of Southwest Florida ordinances and Florida Building Code standards, and the initiative to collaborate effectively with engineers and project managers to meet deadlines.

Key Responsibilities

- Plan Preparation: Prepare accurate civil engineering drawings and finished construction plan sets for municipal public works, roadway, utility, structural, and residential/commercial land development projects.
- 3D Modeling & Design: Utilize AutoCAD and Civil 3D to develop grading, drainage, utility layouts, and site development plans.
- Code Compliance: Ensure all drawings and technical documents strictly adhere to Southwest Florida codes and ordinances as well as Florida Building Code standards.
- Project Execution: Work independently with minimal supervision to produce drawings while managing multiple deadlines and project schedules.
- Team Collaboration: Work closely with project managers, engineers, and survey crews to translate design concepts and field data into clear deliverables.
- Equipment & IT Operations: Operate and maintain drafting and office equipment, including computers, plotters, and scanners.

Required Qualifications

- Experience: 10+ years of experience in civil engineering drafting and design (roadway, utilities, structures, and land development).
- Software Proficiency: Advanced working knowledge of AutoCAD and AutoCAD Civil 3D.
- Regulatory Knowledge: Working knowledge of Southwest Florida local codes and ordinances, as well as Florida Building Code standards.
- Education: Associate degree in CAD/Engineering Technology, or a high school diploma/GED supplemented by advanced technical training.
- Technical Literacy: Proficient with standard computer software, hardware, plotters, scanners, and internet services.
- Core Attributes: Self-starter with a strong work ethic, effective written and verbal communication skills, strong time management, and a collaborative, team-oriented mindset.

Compensation & Benefits

We offer a competitive salary based on experience, skill level, and responsibility, along with a comprehensive benefits package that includes:

- Employer-paid health insurance
- 401(k) retirement plan
- Long-term disability insurance
- Generous paid time off (PTO) and paid holidays