

# **ENGINEERING TECHNICIAN**

### JOB SUMMARY:

- Designs and drafts plans and maps as needed in AutoCAD.
- Performs field surveys as needed.
- Indexes and maintains files of construction plans.

# **ESSENTIAL JOB FUNCTIONS:**

- Researches proposed project areas for required information.
- Prepares engineering plans from field notes and research information.
- Designs and drafts engineering plans and maps in AutoCAD.
- Indexes, files and retrieves engineering plans.
- Performs all other related duties as assigned.

#### MINIMUM QUALIFICATIONS:

- High school diploma or GED required.
- Associate's degree in or completion of a vocational engineering program preferred.
- Skills in interpreting and drafting engineering plans, conducting field surveys and maintaining construction plan files.
- Skills in the operation of related equipment including drafting machine, large format plotter and copy machine.
- Knowledge of general engineering functions and procedures used in obtaining technical information.
- Ability to work with architects, developers and consulting engineers.
- Ability to be punctual and attend work regularly.

# **EXPERIENCE:**

 Three years experience working as an Engineering Technician or in a similar position required. Two years of vocational engineering training may substitute for 1 year of experience.

# **SPECIAL REQUIREMENTS:**

Valid State of Texas Driver's License (Class "C") required.

WORK HOURS: 8:00 a.m. - 5:00 p.m., Monday – Friday (overtime as required)

APPLY: Homeyer Engineering, Inc.

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