

## **CAD Civil Designer** **Kingston & Ottawa Offices (2 Positions)**

### **Position Description:**

Ainley Group is currently seeking CAD Civil Designers to join our Kingston & Ottawa Offices. As the successful candidate, you will use your technical abilities to preparing design and contract drawings, cross-sections, schedules and quantity estimates for Municipal Infrastructure projects in a dynamic design team setting. The specifics of the position are as follows:

### **Responsibilities and Duties:**

- Prepare preliminary and detailed designs associated with Municipal infrastructure projects;
- Coordinate project drawings with project managers, CAD staff and others;
- Ensure that the projects' needs are met in a timely and effective manner;
- Coordinate and mentor junior staff working within the division.

### **Qualifications:**

- Certified Engineering Technologist (C.E.T.) or Civil Technician with a minimum of 7 years of relevant experience in a Design Office in Ontario;
  - Strong computer software skills including AutoCAD Civil 3D, Word, Excel & MS Project. Experience with Microstation & InRoads would be an asset;
  - Familiarity with various Municipal & Regional design and drafting standards;
  - Experience in preliminary design and detailed design associated with Municipal infrastructure projects;
  - Independent, Organized and Motivated Team player with excellent oral and written communication skills;
  - Ability to prioritize multiple responsibilities and projects.
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