**JOB DESCRIPTION: DRAFTING TECHNICIAN**

## WHO WE ARE

Monroe County Water Authority is a not-for-profit public benefit corporation that reliably provides quality, affordable water to foster economic vitality and enhanced quality of life for Monroe County and area communities who request service. Currently serving nearly 800,000 people in Monroe and its six surrounding counties, MCWA produces and delivers an average of 60 million gallons of water each day.

## WHAT WE OFFER

- Full-time position
- Starting salary: $26.72/hour
- Opportunity for advancement
- Health insurance
- Dental insurance
- Life insurance
- Paid vacation
- 12 paid holidays per year
- Five personal days
- Deferred compensation plan
- New York State Employees Retirement System

## JOB DESCRIPTION

Prepares and plots utility construction plans, details and easement using the latest version of AutoCAD. Works as part of a field survey team, obtains field ties on construction projects, and uses GPS. Provides support to inspection and engineering staff either in the field or in the office for utility project by researching and locating water mains and appurtenant work from aerial imagery, survey data, record drawings and site plans. Computer skills including knowledge of Microsoft Word, Microsoft Excel, and AutoCad are preferred. Applicant would be working under the direction of a project engineer.

Applicant should have good people and communication skills, and have the ability to establish and maintain effective professional relationships.

**MINIMUM QUALIFICATIONS**

- Graduation from high school or possession of an equivalency diploma, **PLUS either**:

  (A) One (1) year paid full-time or its part-time equivalent experience in computer-aided drafting or computer-aided mechanical or architectural drawing; **OR**

  (B) Successful completion of at least three (3) college semester credit hours, three (3) credits of which must have been in computer-aided drafting, architecture, construction or civil technology, or mechanical or architectural drawing*; **OR**

  (C) Any equivalent combination of education and experience as defined by the limits of (A) and (B) above.