

## **ARC ENGINEERING INC.**

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**POSITION TITLE: CADD/TECHNOLOGIST**

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### **MAIN FUNCTION:**

Produce quality drawings and designs complete with related technical information, as part of a mechanical team, in coordination with architectural and/or multidiscipline engineering firms.

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### **OVERVIEW:**

ARC Engineering works on a wide range of commercial, institutional, and industrial projects. The work includes Plumbing, Fire Protection, and HVAC work.

Our firm fosters an environment of collaboration, excellence and growth.

We seek self-starting enthusiastic individuals with good oral and written communication skills, initiative and ability to work as a team player.

The successful candidate will be involved in the design of a variety of interesting projects and the delivery of services to our valued clients.

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### **DUTIES:**

- Operate computer-assisted design and drafting (AutoCAD) workstation.
- Produce quality engineering drawings and designs, with speed and accuracy from preliminary concepts, sketches, engineering calculations, specification sheets and other technical data.
- Complete documentation packages and produce coordinated drawing sets.
- Check and verify design drawings to conform to specifications and design data.
- Assist with technical report preparation.
- Assist with contracts and tender documents.
- Assist with construction specifications, costs and material estimates.

- Maintain clear and organized files including; concept sketches, calculations, equipment, vendor specifications, drawings, specifications, field notes, etc. in accordance with standard filing procedures.

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#### **EMPLOYMENT REQUIREMENTS:**

- Proficiency in AutoCAD is mandatory.
- Experience using Revit would be an additional benefit but is not required.
- Community college grad or equivalent from a mechanical or architectural technologist program.
- Individuals that successfully completed industrial courses, and have demonstrated and substantial experience in AutoCAD will be considered.
- Candidates with ICI experience (Institutional, Commercial, and Industrial) will be preferred.
- Candidates with HVAC, plumbing, and fire protection experience will be preferred.
- Four to five years of related experience is preferable but strong candidates with less experience will be considered.
- Candidates who have completed a relevant three to five-year apprenticeship program with strong AutoCAD skills will be considered.
- Possess good verbal and written communication skills (in English).
- Desirable character traits include: professionalism and integrity; punctuality and deadline responsibility; ownership and accountability; and initiative.
- Desirable skills include problem solving abilities multi-dimensional visualization, understanding of system functionality, and appreciation for constructability.