

# Full Job Description



**JOB TITLE:** Draftsman or CAD Drafter

**LOCATION:** Fresno, CA

Precision Civil Engineering, Inc. (PCE) is seeking a Draftsman, with 1+ years of CAD design experience, to join our team in Fresno, CA.

The Draftsman will provide AutoCAD design and drafting support for civil site development and landscape architecture projects. The Draftsman will play a vital role in developing a wide range of projects through the drafting of site plans. This role requires consistent communication and collaboration with project managers and design staff to provide status updates, discuss challenges, and address solutions. When redlines and plan revisions are made, the Draftsman will apply them in the drawings.

## Job Responsibilities:

- Draft site development plans to meet company standards.
- Research and review deeds, ordinances, technical reports, and municipal, state, and federal codes to ensure plans are compliant.
- Analyze surveys, field notes, maps, aerial photographs, and other materials.
- Identify potential project challenges and the best approach to developing and completing projects on time and within budget.

## Key Attributes

- Excellent communications skills, both oral and written, with a demonstrated ability to work effectively with individuals at all levels of the company and client
- Ability to work independently and as part of a team. Able to work under time constraints to accomplish goals and objectives.
- Must be able to handle multiple projects simultaneously.
- Excellent analytical skills, with strong attention to detail.
- Must be well organized with sound judgment and planning.
- Must be dependable, reliable, and show up on time and prepared.
- Take pride in your work and go above and beyond.
- Must have strong computer skills in MS Office Suite, particularly Excel, Word, PowerPoint, & Outlook.

**Work Location:** Fresno, CA

**Job Type:** Full-time

## Benefits:

- Paid time off
- Medical, dental & vision insurance
- Life insurance and disability benefits
- 401(k) + matching
- Onsite gym
- Quarterly and annual company events