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Employment Opportunity

Senior CAD/GIS Technologist

Integrated Water Services – Infrastructure Engineering

Competition	18/214
Status	Regular Fulltime
Hours of Work	70 hours bi-weekly
Rate of Pay	\$41.27 - 46.79 per hour
Review of applications begins	4:00pm on November 5, 2018 but competition will remain open until filled

Summary

The position is responsible for developing and supporting structures, guidelines and processes for the Wastewater CAD/GIS data repositories. The position performs drafting and GIS services, supervises staff and acts as the first contact for requests for drafting and GIS desktop services pertaining to the production of detailed design drawings, wastewater mapping, report drawings, graphic design and presentation materials, collection and layout work for engineering designs.

Duties & Responsibilities

- Provides consultation regarding wastewater engineering design drafting, desktop GIS projects and graphics production. As required, may also provide water CAD and GIS services.
- Develops structures, guidelines and processes for CAD and GIS Standards including naming conventions, and storing/retrieval of hard copy and digital files from libraries in consultation with Corporate GIS.
- Provides direction to consultants on CAD and GIS standards and checks for compliance with corporate standards, as required.
- Provides staff supervision, guidance and direction including ensuring standards are understood and adhered to.
- Coordinates and performs all drafting and desktop GIS projects with a focus on wastewater.
- Provides drafting and desktop GIS consultation and production services to Infrastructure Engineering (IE).
- Ensures all maps produced by IE meet corporate mapping standards.
- Ensures IE mapping and data meet corporate requirements.
- Completes complex design drafting assignments for a wide variety of engineering capital works.
- Reviews design drawings prior to tender and construction to ensure they are accurate (including alignment, grades, geometry and details) and meet CAD standards.
- Completes drafting assignments for mapping, report drawings, graphs, charts, overheads, display graphics, etc., from rough sketches and instructions.
- Reviews digital survey data and importing into CAD with a clear understanding of surveying theory.
- Plots from legal plans or meets and bounds descriptions.
- Liaises, and works cooperatively with internal and external stakeholders assisting to ensure CRD standards are adhered to.
- Understands how to read and review civil, mechanical, electrical and structural and designs.
- Organizes and prioritizes workflow, creates work schedules, ensures timelines are met, writes project definition statements and organizes meeting for GIS projects.
- Develops and maintains links to asset and maintenance systems (SAP) in consultation with IWS Maintenance Management division.
- Monitors CAD and GIS software developments and makes recommendations for upgrades.
- Develops standards for survey pick-up to be compatible with AUTODESK CIVIL 3D software and liaises with surveyors to ensure

these standards are adhered to.

- Develops standards and sets parameters within AUTODESK CIVIL 3D software to achieve accurate volume calculations, cross sections, profiles, road/site designs, 3-D process piping, etc.
- Archive completed projects, collect and shred old drawings and paperwork, and clean up CAD files for project closeout
- Follows all policies, procedures and standards of the CRD.
- Performs other related duties as required.

Qualifications

- Diploma in Civil Engineering Technology and 9 years' related design drafting and GIS experience including 2 years' supervisory experience. An equivalent combination of education and experience may be considered.
- Membership as Civil Technologist in the Applied Science Technologists and Technicians of BC, membership must be current and/or able to obtain.
- Demonstrated knowledge of wastewater systems as well as expertise in CAD drawings, GIS, technical design documentation, engineering specifications and procedures.
- Excellent communication (verbal and written), interpersonal and customer service skills and an aptitude for reading and writing technical documents.
- Proficiency with AutoCAD Civil 3D, MS PowerPoint, MS Word, MS Excel, MS Project, plotters, printers, scanners, e-mail, etc. Knowledge and skills with GIS software, especially the ESRI ArcGIS platform, including extensions, and with ArcSDE and SQL database systems
- Knowledge of environmental, civil, structural, mechanical engineering construction materials/practices and engineering drafting practices, standards, techniques and theories.
- Knowledge of survey mathematics, theories and practices.
- Knowledge of civil design pertaining to siting of structures, sewers, water, roads, drainage and surveying.
- Demonstrated ability to use personal initiative, judgement and knowledge in determining techniques, selecting presentation methods while consistently producing high quality design projects.
- Knowledge and understanding of the application of GIS techniques for analysis, modelling, and forecasting related to municipal infrastructure planning.
- Excellent research, analytical and problem solving skills, demonstrating a strong attention to detail.
- Proven experience to lead and supervise staff.
- Ability to work on multiple projects concurrently and provide deliverables on time.
- Must be self-motivated and have the ability to work in a multi-disciplinary team.
- Must possess a valid BC Driver's Licence (Class 5).

Applications

To apply for this exciting opportunity, please submit your resume and covering letter online at www.crd.bc.ca under "Careers".

The CRD wishes to thank you for your interest and advises that only those candidates under active consideration will be contacted.

