



AutoCAD Civil Technician II

POINTMAP creates customized maps, technical drawings, and report figures for engineers and geologists working in the civil, environmental, agricultural and geotechnical industries. We are looking for a highly-motivated candidate that enjoys problem-solving and creating quality map output. The work involves managing multiple projects and tasks that frequently require a quick turnaround. If you love drafting and making maps and thrive in a fast-paced work environment, you might be a good fit for POINTMAP. For more information about what we do, please visit our website at pointmap.com.

Responsibilities Include:

- Utilize AutoDesk products to prepare: maps, drawings, figures, and details
- Utilize Microsoft Office (Word, Outlook, Excel) in the creation of map output
- Follow Pointmap best practices in conjunction with industry and clients' standards
- Maintain detailed electronic records of time and actions
- Manage and prioritize projects both self-directed and assigned

Minimum Qualifications:

- 2-year degree in Civil Technology or similar
- 5 –10 years FT experience using current versions of AutoCAD or Civil 3D
- Detail oriented, excellent written and verbal communication skills
- Ability to work independently and collaboratively
- Self-motivated, client-focused, integrity-driven work ethic
- Creative, with strong math and organizational skills
- The desire to thrive in a fast-paced environment
- Willingness to learn ArcGIS
- Former field or survey experience a plus
- Able to work at a desk for extended periods of time using hands, vision and hearing

Qualified candidates, please submit a resume and cover letter highlighting relevant experience to info@pointmap.com.
Priority is given to responses received on or before February 1, 2019.
Replies only to qualified candidates.