



GIS/CAD Technician Engineering Department

Position Type/ Hours: This is a permanent full-time position working forty (40) hours per week within the Infrastructure Planning and Design Branch of the Engineering Department.

Position Description: Provide and assist with civil engineering drafting and design services, infrastructure planning, presentation drawings, charts, graphs, forms, and general drafting related functions including support services for construction surveys and supervision services for the Engineering Services department. Under the direct supervisor in charge with the Engineering Services department, this position is also responsible for maintaining an up-to-date inventory cataloguing and retrieval system of as-built drawing for all the Regional Municipality of Wood Buffalo infrastructure to ensure that the most recent source of information, is available the Regional Municipality of Wood Buffalo staff, contractors, developer, and the general public.

Qualifications:

- Drafting certification in engineering (Civil/Municipal) from a recognized institute of technology or equivalent combination of education and experience is required.
- Completion of an Engineering Technology program or a diploma and equivalent experience with specialization in GIS is an asset.
- Minimum one (1) year related experience.
- Basic knowledge of computers and an understanding of procedures utilizing computer assisted drafting (CAD) and data management through Geographic Information System (GIS).
- Experience in AutoCAD is required.
- Experience in applied GIS and creating special and relational databases will be an asset.
- Exposure to Adobe Suite, ERSI, AutoCAD Map, AutoCAD Civil 3D, Envista, And Microsoft Office products will be an asset.

You will possess the following:

- Valid Alberta class five (5) driver's license (clear driving record an asset).
- Good analytical and communication skills, both written and verbal.
- Capable of achieving self-set goals and target with limited supervision together with a mature personality and the motivation and commitment to effectively carry out required responsibilities.
- Good organizational and interpersonal skills.

Pay Level: PL 16

Salary Range: \$40.20 (Probationary Rate)
\$44.15 - \$47.30 (Permanent Rates)

In addition to the rate of pay, we offer other attractive incentives:
-excellent training and development opportunities
-an extensive employer paid benefits plan
-an additional annual payment of \$12,480 which represents a cost of living allowance

Requisition Number: 003378

Closing Date: October 19, 2013 at 12:00 AM

Posting Type: Internal & External (POSTED: October 4, 2013 CUPE CLOSING DATE: October 11, 2013)

To apply: Please visit our website at www.woodbuffalo.ab.ca
We appreciate the interest of all applicants; however, only those individuals
selected for interviews will be contacted.
Late applications will not be accepted.