

In-TAC ISSofBC Pre-Arrival Services Job Posting

CAD Technician

Job ID #: In-TAC-008-17

Sector: Construction

Job Type: Full time

Location: Richmond, BC

Number of Openings: 1

Salary: DOE (Depending on experience)

Closing Date: Ongoing until filled

This employer solves building envelope, structural, roofing and pavement problems. They improve the performance of building portfolios and reduce long term costs.

The employer is currently recruiting a CAD Technician with knowledge of building envelope and structural systems, for their office located in Richmond, BC.

Responsibilities

- Preparing electronic drawings and specifications
- Producing AutoCAD drawings for:
 - Condition Assessment Reports
 - Tender Documents
 - Construction Sets
 - As-built drawings
 - Asset management database programs
- Preparing quantity takeoffs and budget estimates
- Assisting in the retrieval of information and preparation of relevant documents
- Assisting with the compilation of written reports, as required
- Assisting in maintaining computer network in back-up position
- Relevant site work, which may include measuring, drawing, core-cuts, identifying deficiencies, photography and clean-up, etc.
- Office work which may include compilation of data and photos into report form, preparation of a schedule for required drawings, identifying budgeting requirements as well as photocopying and assembly of reports
- General office duties, including photocopying, faxing, filing, etc. as required
- Keeping abreast of current trends in the industry to ensure professional development

Qualifications

- Completion of a post-secondary degree/diploma in an Engineering or Architectural Technology program or other related field
- 3+ years of experience in Architectural Drafting/AutoCAD
- Proficiency with AutoCAD 2012
- Must possess the ability to read architectural blueprints
- General construction knowledge (i.e. how buildings go together)
- Knowledge and understanding of building envelope and structural systems is preferred
- Basic appreciation of building construction including methods, materials and systems
- Exceptional attention to detail, specifically in accuracy of calculations and completeness of data collection and notation
- Must be well organized
- Good oral and written English communication skills
- Demonstrated willingness to be flexible and adaptable to changing priorities
- Self-motivated with multi-tasking ability
- Able to work individually and in a team setting



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How to Apply

This opportunity is exclusively for Pre-Arrival immigrants to Canada with valid passport from China, Hong Kong, Macau, or Taiwan. **If you are interested in this position (or similar roles) and moving to Canada soon, our Counsellors can assist and connect you directly with employers.**

For Pre-Arrival clients already registered with In-TAC Pre-Arrival Services, email your resume to your Counsellor, including “**Job ID # In-TAC-008-17**” in subject line. To access our free In-TAC Pre-Arrival Services, please click [here](#) to register as our client.



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