



Job Title: CAD Technician – Entry Level

Location: Toledo, OH

Job Summary: We are currently seeking an entry level CAD Technician to join our existing group of highly experienced Technicians. This is an opportunity for an entry level person to grow and expand your skills and career with some of the best. Candidates should be proficient in AutoCAD with experience in Civil 3D or Revit a definite plus. Our CAD Technicians work with Project Managers and Engineers to interpret construction and site drawings, as well as the preparation and design of engineering drawings in a timely and effective manner. Our technicians may also travel to job sites to collect and verify survey data, and/or planning and design information from the field. This position requires excellent verbal communication skills and the ability to produce accurate work in a fast-paced environment. If you are looking to launch your technical career with a solid company who has been in business since 1926, send us your resume so we can get to know you.

When we asked our CAD team members what they most enjoy about their roles, they consistently share that they get to perform design work while also improving the community's health and well-being. Working on water and wastewater projects are crucial to clean water for survival. Our jobs have meaning.

Minimum Requirements: High school diploma, a valid driver's license and be proficient with AutoCAD Release 2016 or higher.

Preferred Qualifications: Preferred candidates have a 2-year degree program in Civil Engineering, Architectural Construction or equivalent. Experience/education in Civil3D, Revit, or additional Autodesk software is a plus.

What We Offer: Jones and Henry Engineers offers a unique opportunity to work with fellow employees that believe the work we do is important and care about the communities we serve and live in, across our 5 regional offices in Ohio, Indiana and Michigan. Our engineers interact with our clients to solve problems and implement practical solutions while maintaining high standards and providing quality service. Continuing education and advancement of skills are encouraged at every career level. Jones & Henry offers a robust bonus incentive program, educational reimbursement, and competitive health care benefits.

Position Status: Full-Time

Minimum Physical Demands: Ability to travel to job sites and maneuver around project sites. Sitting, walking, bending, kneeling, climbing stairs, and occasional lifting and moving up to 25 pounds. Visual acuity to perform responsibilities.

Jones & Henry Engineers is an Equal Opportunity Employer.