



**Position:** Engineering CAD Technician  
**Location:** Indianapolis, IN or St. Louis, MO  
**Start Date:** Immediately

## Job description

You can leverage your creativity, problem-solving skills, and computer-aided design in the civil engineering / land development industry here at Weihe Engineers. You and your team will work closely to bring projects from vision to reality. Projects you'll be assigned may include a residential subdivision, retail center, restaurant, corporate or educational campus, industrial warehouse, apartment complex, office building, healthcare facility, and more.

In our 64<sup>th</sup> year, Weihe Engineers is a great place for you and your career. Opportunity is knocking as we're seeing record growth every year. We have experienced professionals to help mentor you as well as guide your professional development. Better yet, you'll find flexible hours and a life/work balance (average 40-45 hours per week) that you'll appreciate. Plus, overtime is paid when you exceed 40 hours in a given workweek. These are just a few of the reasons we've been named Top Workplaces (2019 – 2023). And, one of the largest engineering firms in Indianapolis.

As an Engineering CAD Technician, you will be a key member of a project design team. In this role, you'll work on a dedicated team alongside a Project Manager, an Engineer and/or a Project Designer. You will be responsible for preparing a project's construction documents utilizing AutoCAD Civil 3D software and related design applications such as AutoTurn and Geolocation. In doing so, you will leverage the company's technical standards while serving as the "initial set of eyes" for monitoring the construction documents' quality, completeness, and legibility. Plus, advancement to Project Designer role is a possibility if desired.

## Our Requirements

- Pursuing a certificate or degree in computer-aided design/drafting or relevant experience utilizing CAD software.
- Experience related to civil engineering and real estate development projects is a plus (not mandatory).
- Experience in AutoCAD Civil 3D is a plus (not mandatory).

## Your Desired Skills

- Ability to work productively and proactively in a dedicated team setting and independently when needed.
- Execution of assigned tasks with a high level of accuracy, attention to detail, and thoroughness.
- Planning skills that allow for a logical approach to compiling and translating design data into a process that results in the efficient production of construction documents.
- Willingness to learn aspects of civil engineering design and how various design components relate to each other and are compiled to complete the design process.
- Ability to provide quality assurance and quality control (QA/QC) regarding the overall appearance of the construction documents, completeness of the information and accuracy of the information utilizing the Weihe Engineers' Standards Manual as well as any specific department related checklists.
- Ability and willingness to research and propose new or innovative approaches to improve the design and construction document preparation process.
- Strong written, oral communication and interpersonal skills that allow for effective communication with teammates.
- Strong math skills, particularly geometry.

- Excellent time management, organizational, and multi-tasking skills to meet project deadlines within established budgets.
- Willingness to assist others as needed and as assigned by your Project Manager.
- Desire personal and professional growth to become a mentor to new and less experienced technicians to improve their skills and overall department efficiency.

### **Your Compensation and Benefits**

- Base compensation plus paid overtime
- Bonus program
- Company paid health insurance available
- Company paid dental insurance
- Vision insurance
- Company paid short-term and long-term disability insurance
- Company paid life insurance
- 401k with company match
- Company paid professional development
- Career advancement
- Flexible work hours
- Casual work environment
- Tuition reimbursement program