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| Title: Design Technician | Effective Date: June 17, 2023 | Grade: X | Job Category: Technician |
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CHARACTERISTICS OF WORK

Under general supervision, this position is responsible for assisting with design details as well as computation of quantities and preparing the plan sheets for a construction project.

EXAMPLES OF WORK

The following examples are intended only as illustrations of various types of work performed. No attempt is made to be exhaustive. Related, similar, or other logical duties are performed as assigned. The Department may require employees to perform functions beyond those contained in job descriptions. The Department may modify job descriptions based on Department needs. The Arkansas Department of Transportation is an "at will" employer.

- Assists in producing design and design details to be used in preparation of plans.
- Produces drawings using computer-aided drafting and design software.
- Calculates material quantities.
- Assists in assembling plans.
- Participates in preparations for public hearing displays.

MINIMUM REQUIREMENTS

Education and experience: The educational equivalent to an associate’s degree in computer-aided drafting and design, computer science, engineering or related field from an accredited college or university; OR the educational equivalent to a diploma from an accredited high school plus two years of related experience.

Knowledge, skills and abilities: Ability to communicate both orally and in writing. Problem-solving skills. Basic knowledge of CADD software packages.

Working conditions: Office environment.

("Accredited" means the educational institution or program is accredited by an accrediting organization recognized either by the United States Department of Education or by the Council for Higher Education Accreditation.)