

CAD Designer

SHELADIA Associates, Inc. is an award-winning, multi-disciplinary A&E firm with a reputation for excellence in Transportation Infrastructure, Structures, Facilities Energy, Rural Development, and Water Resources & Sanitation. Founded in 1974, we provide professional services on a wide variety of projects at the local and state level as well as having a strong presence in the private sector throughout the Washington Metropolitan area.

POSITION OVERVIEW

We are currently seeking an energetic, highly motivated, detail-oriented, CAD Designer for our headquarters in Rockville, MD. The ideal applicant will join a highly successful and growing team of engineers and planners working with some of the areas most advanced projects.

The successful candidate will perform CADD design and drafting using MicroStation and AutoCAD software. Overall duties include creating, detailing, updating, modifying and printing of drawing files and monitoring CADD drawing productions and preparing submittal packages to clients.

DUTIES AND RESPONSIBILITIES

- Work closely with multi-discipline engineers and designers to create accurate construction project drawing packages for roadways and bridges, including but not limited to Plan view and elevation drawings layouts, and details.
- Design in MicroStation and AutoCAD
- Plot, Batch Plot, Scan and issue project drawing and documentation packages.
- Support multiple project and client deadlines and deliverables.
- Understand and follow multiple Client CAD Standards.

QUALIFICATIONS

Minimum Qualifications/Skills:

- High school diploma or equivalent, plus vocational courses or Associate's degree in CADD design.
- Four years of CAD drafting/design experience
- Knowledge of CAD drafting principals, techniques and procedures.
- Manipulate vector and raster drawing files in AutoCAD and MicroStation.
- Ability to create plans and drawings from engineer provided markups.
- Proficient with Microsoft Office products – Word, Excel, Outlook

Preferred Qualifications

- Experience in InRoads, Civil 3D, GEOPAK, and ArcGIS is a plus.

Additional Attributes:

- Strong professional verbal and written communication skills within a team environment.
- Highly organized and efficient
- Ability to operate in a fast-paced work environment.
- Ability to set up different CADD standards for drawing production based on clients' specific requirements.

Sheladia Associates, Inc. offers a competitive salary along with an excellent benefits package.

How to Apply: Applications should include a CV and cover letter. Successful candidates must be authorized to work in the US without sponsorship. This position is open until filled. Please send CVs to jobs@sheladia.com -- include "CAD Designer" in the subject line.

Unfortunately, due to the large number of applications that we receive, we may not be able to respond to each individual candidate. Please respect our no phone calls policy.

Equal Opportunity and Affirmative Action Employer