

**CITY OF POMPANO BEACH
CLASS DESCRIPTION**

JOB CODE 608

DRAFTING TECHNICIAN

GENERAL

Responsible technical work in engineering drafting and design. Work is performed under general supervision.

EXAMPLES OF ESSENTIAL DUTIES

(These are intended only as illustrations of the various types of work performed. The omission of specific duties does not exclude them from the position if the work is similar, related, or a logical assignment to the position.)

Designs and draws site layout plans, paving, drainage, structural, landscape and other plans. Interprets survey plats, topographic maps, construction layouts, as-built drawings, etc.

Drafts right-of-way maps, road plans, and profiles.

Performs survey aide work as required.

Performs calculations on curve data, super-elevation data, spiral curve data, and quantities of material required to build a road. Checks figures.

Evaluates drainage and other problems to determine most feasible solution to a problem.

Performs related work as required.

KNOWLEDGE, SKILLS AND ABILITIES

Knowledge of the principles and practices of land surveying and engineering drafting. Knowledge of materials, methods and techniques of road and bridge construction.

Ability to read and interpret moderately complex engineering plans, plats and profiles. Ability to prepare and submit clear and precise technical reports. Ability to operate surveying instruments, reduce and plot field notes and make computations. Ability to supervise the work of subordinate employees.

Skill in the use of surveying or drafting instruments.

MINIMUM QUALIFICATIONS

Associate degree in drafting related field. Considerable experience as a Designer/Draftperson.

A comparable amount of training and experience may be substituted for the minimum qualifications.

PHYSICAL REQUIREMENTS

Must have the use of sensory skills in order to effectively communicate and interact with other employees and the public through the use of the telephone and personal contact as normally defined by the ability to see, read, talk, hear, handle or feel objects and controls. Physical capability to effectively use and operate various items of office related equipment, such as, but not limited to a, personal computer, calculator, copier, and fax machine. Some standing, walking, moving, climbing, carrying, bending, kneeling, crawling, reaching, and handling, pushing, and pulling. Lift to medium lifting.

SPECIAL REQUIREMENTS

Possession of a valid, appropriate driver's license and an acceptable driving record.

Rev. 7/95

Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.