



CAD TECHNICIAN

Sevee & Maher Engineers, Inc. (SME) has a new full-time position for a **CAD Technician** at our office in Marietta, Georgia.

Position Summary

The **CAD Technician** reports to a principal of the firm and participates in a diverse and dynamic portfolio of projects, many of which involve innovative designs for environmentally sensitive areas.

Your Impact

The **CAD Technician** has an exceptional opportunity to work on a wide variety of assignments that may include solid waste management, stormwater systems, environmental compliance and permitting, remediation, and water and wastewater systems.

As an SME **CAD Technician** you will be responsible for:

- Drafting civil engineering plans using AutoCAD Software
- Assisting civil engineers with permitting
- Drafting topographic surveys using AutoCAD Software
- Contacting local municipalities to obtain utility atlas information
- Complying with all safety policies, practices, and procedures
- Maintaining a high level of organizational skills to keep tasks on schedule, and
- Performing other duties as assigned.

Your strong interpersonal and communications skills (written and verbal) are important. At SME, we take pride in building and maintaining positive long-term relationships with all stakeholders.

Required Skills and Qualifications

- Knowledge of AutoCAD Civil construction drafting software
- Knowledge of computer applications and functions including, but not limited to, Microsoft Office Suite (Outlook, Word, Excel)
- Excellent organizational, oral and written communication skills
- Ability to prepare and/or maintain project plans, reports, documents, and procedures to address specific project or divisional needs, and
- Ability to perform assigned responsibilities with minimal supervision.

Education and Experience:

- High school diploma plus experience in general civil design OR an equivalent combination of education/training and experience
- Minimum 2 years' drafting experience using AutoCAD or comparable software, and
- Field surveying or inspection experience a plus.

Working at SME

Founded in 1985, SME is an accomplished team of 100+ experienced and talented professionals providing environmental and civil engineering consulting services to clients nationwide. From permitting solar farms

to cleaning up environmental hazards, managing society's waste, and developing sustainable solutions, SME employees share a common goal of assisting clients in the protection of human and environmental health. SME combines strong technical expertise with innovative technologies to provide cutting-edge solutions to our clients' real-world challenges.

At the heart of SME is our friendly and down to earth culture. SME is large enough to offer a full range of services but small enough that everyone on our team makes a difference. There is room to choose your own path and pursue your passions, and each person is recognized for their contribution to our collective success. SME supports and encourages professional development and active participation with professional associations. Joining SME means becoming part of a group of dedicated professionals who enjoy doing meaningful work together.

Compensation and Benefits

SME offers an excellent compensation and benefits package that includes:

- 100% company paid Medical, Life, and Long-term and Short-term Disability insurance
- Annual contributions to the enrolled employee's Health Savings Account (HSA)
- Paid vacation and sick time and 9 paid holidays per year
- Retirement plan comprising three components: a 401(k) plan with generous matching contribution; profit sharing; and a non-discretionary 3% of gross pay contribution, and
- Performance-based year-end bonuses.

Location

SME's office in beautiful downtown Marietta, Georgia, is near Atlanta and conveniently located off I-75.

Let's Connect!

If this position sounds like a good fit for you, **please submit your resume and cover letter as a single PDF or Word document to: smeresumes@sme-engineers.com**. No telephone calls, please.

For more information about SME, visit sme-engineers.com.

SME is an Equal Opportunity Employer committed to fairness in all our employment practices. All qualified applicants will receive consideration for employment without regard to sex, gender identity, sexual orientation, race, color, religion, national origin, disability, protected Veteran status, age, or any other characteristic protected by applicable law.