

Drafter 1

Recruitment #180328-3387ES-001

Location	Hartford
Date Opened	3/28/2018 11:00:00 AM
Salary	\$42,930 - \$58,899/year
Job Type	Open to the Public
Close Date	4/11/2018 11:59:00 PM

INTRODUCTION

The State of Connecticut Military Department is recruiting for a full time (35 hours/week) Drafter 1 position located in Hartford, CT. This position will require in-state travel.

Applicants are required to submit a resume on the resume tab with their submission. (Note: In order to upload documents you must ensure that your internet browser's 'pop-up' blocker is off. Failure to do so may prevent you from being able to upload documentation and submit your application.)

Questions about this recruitment and/or any required documents should be directed to the Military Department's human resources office: Anthony.Lewis@ct.gov or (860)548-3248.

PURPOSE OF JOB CLASS (NATURE OF WORK)

In a state agency this class is accountable for independently performing a full range of tasks in the preparation of

complicated plans, drawings, maps and/or details from sketches, notes and survey data for engineering projects.

EXAMPLES OF DUTIES

Prepares plans, drawings, specifications, and/or maps and revises as necessary; prepares and checks computations for architectural or engineering projects; prepares designs, profiles, cross-sections, and cost estimates for projects; prepares and reviews drawings and details of field conditions or construction; reviews project estimates, drawings, and plans for accuracy and completeness; collects and uses field or other data related to specific projects; may consult with technical personnel involved in projects to assure accuracy and completeness; may prepare graphs, charts, and displays; may receive training and utilize computer aided design equipment in the performance of these duties; performs related duties as required.

KNOWLEDGE, SKILL AND ABILITY

Knowledge of principles, practices and methods of architectural or civil engineering drafting; knowledge of mathematics such as algebra and geometry; some knowledge of specification writing; some knowledge of building and civil engineering construction methods, materials and specifications; ability to prepare drawings, details and plans; ability to utilize computer software.

MINIMUM QUALIFICATIONS - GENERAL EXPERIENCE

Three (3) years of experience in the field of drafting.

MINIMUM QUALIFICATIONS - SUBSTITUTIONS ALLOWED

College or technical school training in architectural drafting or design, civil engineering drafting, or civil engineering may be substituted for the General Experience on the basis of fifteen (15) semester hours equalling one-half (1/2) year of experience to a maximum of two (2) years for an Associate's degree.

PREFERRED QUALIFICATIONS

Preferred candidates will have experience in the field of drafting.

CONCLUSION

AN AFFIRMATIVE ACTION/EQUAL OPPORTUNITY EMPLOYER

The State of Connecticut is an equal opportunity/affirmative action employer and strongly encourages the applications of women, minorities, and persons with disabilities.