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# Example of Civil Engineering Technician Job Description

Our company is growing rapidly and is looking for a civil engineering technician. If you are looking for an exciting place to work, please take a look at the list of qualifications below.

## Responsibilities for civil engineering technician

* Serve as the primary technical expert with specialized knowledge in maintenance and repair of structures, grounds
* Coordinates with Region Quality Assurance Coordinators (QAC's), Quality Control Compliance Specialists (QCCS's), and Project Managers (PM's) to schedule the inspection of ODOT field laboratories
* Provide preliminary reports of the inspection to those whom are immediately responsible for the testing facility
* Laboratory environment includes daily contact with dust, noise, and solvent fumes
* Prepares detailed drawings from sketches using software tools
* Detailed CADD work on Transportation projects
* Support engineers and other technologists to meet project objectives
* Drafting/design of roads, highways, transit, utilities and other transportation projects
* Ensure that quality project designs/plans are completed on time and on budget
* Preparation of Civil 3D models and subsequent drawing output production

## Qualifications for civil engineering technician

* Ability in, and demonstrable experience of, the application of 3D design software packages
* Design experience in general technical aspects of highway and aviation design would be expected – surface water drainage, signs and markings, pavement design
* Fort Leonard Wood, MO
* Permanent Change of Station (PCS) is not authorized
* Employee must be able to drive a motor vehicle and successfully pass an Army approved defensive driving certification course
* Must obtain and maintain a valid driver's license