



INTERMEDIATE DESIGNER/DRAFTSPERSON

The Intermediate Designer/Draftsperson creates designs for new construction projects, renovations and redevelopments. Using competent knowledge and high-level drawing skills they design spaces that are functional, safe, sustainable and aesthetically pleasing.

ESSENTIAL DUTIES & RESPONSIBILITIES

- Interprets plans, diagrams, blueprints, sketches, specifications, and project working drawings.
- Prepares detailed design drawings; installation drawings using Revit (CAD) software; uses a Plotter to print designs.
- Ensures compliance with building codes, KLC design process and standards.
- Accurately measures building size; uses tape measure to determine scale. Creates accurate As-built drawings.
- Revises and updates drawings with Design Manager to ensure consistent documentation of projects.
- Maintains up-to-date knowledge of building code, township bylaws, and conservation regulations within the KLC service area.
- Assists in the preparation of quantity take-off estimates for engineered roof & floor systems and verifies all components for accuracy.
- Assists in the assessment of buildings for repurposing and renovation.
- Prepares and presents design proposals to the Design Manager and Sales/Design Team.
- Verifies contract requirements; purchase orders; purchase of windows and doors.
- Reports accurate billable hours by project.

COMPETENCIES

- Maintains a high attention to detail in completion of all tasks.
- Ability to read and interpret budgets.

- Maintains effective team relationships through strong interpersonal skills. Ability to work to schedule completing tasks on time and within budget.
- Ability to communicate effectively both verbally and in writing with clients, suppliers, and KLC team members in a professional manner.
- Ability to act with honesty, integrity, credibility, self-confidence, and independence.
- Ability to generate layout drawings from sketches and specifications.
- Able to work with moderate supervision, efficiently schedule and manage time; deal with ambiguity.

REQUIRED QUALIFICATIONS & EXPERIENCE

- Moderate knowledge of the Ontario Building Code & appropriate standards
- Strong knowledgeable of standard drafting practices and procedures
- Moderate computer skills (Outlook, MS Word, Excel, Text, Email, tablet PCs)
- Strong knowledge of Computer Assist Design (CAD) programs (Revit), UDA.
- Must have valid G-License with a clean driving record.
- Architectural Technology Diploma.
- Minimum of 6,000 hours of experience.

Applicants are invited to submit a detailed cover letter and resume to emily@kawarthalakesconstruction.com. Please don't skip the cover letter! We want to hear why you are interested in this position and in Kawartha Lakes Construction, and why you feel you would be a great addition to our Design-Build team.