



Project Designer–Civil Position Guide

Summary/Objective

The Project Designer will work with Senior Designers, Engineers, and Surveyors to prepare new drawings, modify existing drawings, and create survey base mapping to assist McCarthy Engineering in the successful delivery of projects to clients.

Main Responsibilities

The specific responsibilities of this position include, but are not limited to, the following:

1. Download and process survey field data in AutoCAD Civil 3D.
2. Interpret and plot recorded deed and property surveys.
3. Prepare surveying drawings and exhibits utilizing research and the information gathered in the field.
4. Prepare ALTA/ACSM Plans per title commitment requirements.
5. Perform stakeout calculations for construction sites.
6. Prepare As-Built drawings for municipal approvals.
7. Work with a team of professionals to ensure client satisfaction and successful project completion.
8. Work in field as part of survey crew when needed.

Working Relationships

Supervision received: The Project Designer reports to the Senior Designer/CADD Manager, and may also receive project-specific direction from Department Managers, Project Engineers, Senior Engineers, Engineers, and Survey Crew Chiefs/Surveyors
Supervision given: None

Core Competencies

- Excellent verbal and written communication skills.
- AutoCAD Civil 3D knowledge and experience.
- Field Survey knowledge and experience.
- PA One Call system procedures knowledge and experience.
- Fluency with Microsoft Office Suite.

Basic Qualifications

- Associates Degree in Drafting Technology or Surveying.
- Minimum 3 years' experience as a Project Designer/CADD Technician/Survey Technician.

Physical Requirements and Working Conditions

- Travel locally and nationally via auto, plane, etc.
- Ability to visit and navigate various construction, development, and industrial sites.
- Ability to work as part of a survey crew in the field.
- Regular office work including extensive use of computers, telephones, copiers, etc.