

# ENGINEERING TECHNICIAN

## NEWPORT NEWS, VIRGINIA

McGill Associates is a consulting firm serving public and private clients throughout the Southeast. The range and depth of McGill's expertise includes a wide spectrum of engineering services, land planning and recreation, and management consulting services. **We are currently seeking highly motivated candidates for an Engineering Technician position in our Newport News, Virginia office.**

### Essential Duties and Responsibilities

The Engineering Technician (ET) will assist in the preparation of design drawings, plans, specifications, supporting documents and permit applications for private and public client related projects. The ET will also assist in the preparation of calculations related to storm water, wastewater, water systems, earthwork quantities, roadway design, cost estimates and other supporting documentation for public and private projects.

Essential functions include but are not limited to the following:

- Uses computer assisted engineering and design software (i.e. AutoCAD Civil 3D, etc.) to prepare engineering and design drawings and documents on a regular basis.
- Assists in the preparation and analysis of reports, maps, drawings, tests and aerial photographs to plan and design projects.
- Assists in the preparation of design computations, quantity estimates, construction cost estimates and schedules for projects.
- May serve on committees and/or teams, as requested by management.
- Other duties as assigned.

## Minimum Education and Licenses

- Minimum of a high school/GED diploma and 5 years of experience or an Associate's degree or equivalent from two-year college or technical school and 3 years related experience or a Bachelor's degree
- Proficiency in AutoCAD required; Civil 3D preferred
- Proficiency in commonly used computer software (Word, Excel, Adobe Acrobat, Outlook, etc.)
- Strong communication, organizational, and multi-tasking skills required

## How to Apply

To apply, please email a resume to [recruiting@mcgillassociates.com](mailto:recruiting@mcgillassociates.com). Please list "Engineering Technician – Newport News" in the subject line of your email.

*McGill Associates is an Equal Opportunity Employer. All terms and conditions of employment including, but not limited to hiring, placement, promotion, termination, transfer, leaves of absence, compensation, and training comply with the regulations of Title VI and VII of the Civil Rights Act of 1964. Employees are entitled to work in an environment free from any kind of unlawful discrimination or harassment.*

*Federal law requires all employers to verify the identity and employment eligibility of all persons hired to work in the United States. McGill Associates participates in E-Verify.*

*McGill Associates conducts background, credit, and motor vehicle checks in compliance with all federal and state statutes. An offer of employment may be extended to an applicant prior to the completion of these checks, but the applicant may not begin work until the completion and approval of the results.*

*McGill Associates conducts pre-employment, random, project specific, for-cause, and post-accident drug screens in accordance with all federal and state statutes.*

*McGill Associates will make reasonable accommodations for qualified individuals with known disabilities unless doing so would result in an undue hardship. All McGill Associates' facilities comply with the Americans with Disabilities Act. Persons with hearing and/or speech impairments may contact McGill Associates by dialing 711 to access the state Relay Service for TTY/TDD.*