

# City of DeFuniak Springs

71 US Highway 90 West  
Post Office Box 685  
DeFuniak Springs, FL 32435



Phone: 850-892-8500  
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## **JOB NOTICE COMPUTER AIDED DESIGN (CAD) COORDINATOR – PUBLIC WORKS DEPARTMENT**

**Post Date: September 24, 2020**

**Close Date: Open Until Filled**

**FLSA Status:** Non-Exempt

**Starting Pay Range:** 17.67-28.67 DOQ

### **Job Summary:**

This position oversees all Drafting, GIS and GPS operations in the workplace. Manages the (CAD) staff and ensures the accuracy and integrity of (GIS) data and metadata. Oversees the use of ground penetrating radar (GPR) and the use of Global Positioning System (GPS) equipment. Typical work schedule will be Monday through Friday from 8 a.m. till 5 p.m. Subject to be called in on a holiday or during an emergency situation.

### **Position Qualifications:**

A two (2) year technical diploma with a minimum of eight (8) years of experience in the drafting and design field, or a four (4) year degree in drafting and design from an accredited school with five (5) years' experience in the drafting design and engineering field using drafting software and/or the equivalent combination of training and experience which provides the required knowledge, skills, and ability to perform the job. Requires a valid driver license.

Applications may be obtained from the administration office, 71 US Hwy 90 West, DeFuniak Springs, Florida 32433, or on the city website. Applications will be received during regular office hours, Monday through Friday from 8:00 a.m. until 5:00 p.m.

The City of DeFuniak Springs is an Equal Opportunity/Affirmative Action/ADA Employer/Drug Free Workplace. We consider applicants for all positions without regard to race, color, national origin, sex, age, disability, marital status, religion or any other legally protected status.