



CAD Designer

About Paragon

At Paragon Consulting Group, we believe success is guided by personal service and professional expertise culminating from a staff of highly knowledgeable engineers who take a common-sense approach to solving problems. We combine technical expertise, hands-on experience, relationship building, intelligent advice, strong management, and smart, innovative thinking to maximize each project's potential – it's known as the Paragon Advantage.

As a well-established, multidisciplinary firm, Paragon Consulting Group has a reputation for providing comprehensive engineering, project management, land planning and land development consulting services, transportation planning and design services, program management and construction supervision.

We are seeking staff who excel at tackling challenges and are committed to delivering projects for our expanding client base. Benefits include a competitive salary, health and dental insurance, 401k plan, paid vacation and personal/sick days.

Responsibilities

- Plan and prepare preliminary layouts and detailed design drawings from engineering notes, sketches, and/or other drawings
- Research and obtain standards/codes required by clients and jurisdictions and ensure drawings comply
- Efficiently design and draft the following using AutoCAD Civil 3D: land developments, municipal project plans, concept plans, construction documents
- Perform quality control checks of CAD drawings
- Complete drawing/project responsibilities within scope, budget and schedule
- Review drawings for completeness, accuracy and quality
- Organize/maintain all revisions of project drawings, plot files and project-related information in a logical and well-structured manner
- Work closely with management and design team to coordinate efforts
- Other duties as assigned

Qualifications

- 5+ years relevant experience
- Strong knowledge of AutoCAD Civil 3D in a civil engineering design capacity
- Excellent communication skills
- Have strong working knowledge within CAD drawings as related to: layer management and usage; drawings scales as they relate to text; dimensions, lines, viewports, x-references, etc.; plotting and plot scales, pen tables, etc.; cross-sections; profiles
- Ability to prioritize with respect to projects, CAD standards, etc. on a daily basis
- Willingness/ability to assume increased responsibilities when presented
- Self-starter who can work independently and with team members

Paragon Consulting Group, Inc. is an Equal Opportunity Employer and all qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, age, disability, veteran status protected under local, state or federal laws.

As a condition of employment with Paragon Consulting Group, Inc. any successful job applicant will be required to pass a pre-employment drug screen.