

MAJOR FUNCTION

This is entry level drafting work involving engineering training through an apprenticeship program. Employees are expected to prepare clear and accurate working plans and detailed electric system drawings from rough or detailed sketches or notes for various purposes. Work requires knowledge of drafting and mathematics. All work is performed subject to technical or professional review.

ESSENTIAL AND OTHER IMPORTANT JOB DUTIES**ESSENTIAL DUTIES**

Assists Drafting Technicians of a higher classification. Obtains field notes and prepares neat and accurate drawings from notes, surveyor plans and ownership maps from deed descriptions. Prepares Electric System construction plans. Stakes poles and other equipment locations in field properly. Plots legal descriptions and Electric System components on original tracings. Prepares and interprets electric schematics and diagrams; performs work relative to design, construction, operation and maintenance of Electric Transmission and Distribution System. Participates in street light and area light surveys. Performs related work as assigned.

DESIRABLE QUALIFICATIONS**Knowledge, Abilities and Skills**

Knowledge of the principles, practices, techniques and instruments of engineering drawing. Knowledge of mathematics and trigonometry. Knowledge of general construction specifications and blueprints. Ability to prepare electric schematics and diagrams. Basic knowledge of electricity is desirable.

Minimum Training and Experience

Graduation from high school or an equivalent recognized certificate and one year of drafting experience. College or vocational training in drafting or a closely related or vocational field may be substituted on a year for year basis.

Necessary Special Requirements

Possession of a valid State of Florida Chauffeur's License at time of appointment.

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