



**CAD Technician  
Ruston, Louisiana**

**Meyer, Meyer, LaCroix & Hixson LLC.** is seeking a CAD Technician in our Ruston, Louisiana office. This position is for an experienced CAD Technician interested in preparing advanced engineering drawings utilizing CAD systems. Projects are generally related to public and private utilities, transportation and site development.

**Responsibilities**

- Works closely with project engineers or survey personnel in producing design documents.
- Produces plans, profiles, and detail drawings, maps and illustrations using CAD systems by incorporating standard and typical details or field data as directed.
- Develops plans/drawings and details for projects with guidance from engineer or designer.
- Assists in the preparation of quantity take-offs for cost estimates.
- Responsible for the reproduction of plan documents.

**Knowledge, Skills, & Abilities**

- Must have a comprehensive knowledge of design and drafting techniques, engineering drawing, CAD/graphics, computer model work, and the interpretation of technical drawings.
- Must have an advanced working knowledge of computer and CAD systems.
- Ability to understand and use established company standards for drafting including layer names; line and character styles; drawings and file names for sheet layout
- Effective interpersonal skills for interaction with colleagues and clients
- The ability to prepare plan and profile sheets, grading and utility plans using Civil 3D

**Education and Experience Requirements**

- Must have completed advanced courses in drafting and CAD operation or have at least 3 years of progressive CAD experience.
- Other combinations of applicable education, training, and experience which provide the qualifications necessary to perform effectively in this position may be considered.

The candidate should possess excellent written and oral communication; and problem-solving skills; will have a superior work ethic and the desire to advance; will be a self-starter with the ability to work independently or with team members. Proficiency with AutoCAD Civil 3D, Microsoft Word and Excel is required.

All qualified applicants will receive consideration without regard to race, color, religion, sex, or national origin.

Interested candidates should submit a resume and cover letter to Meyer, Meyer, LaCroix & Hixson LLC, Attention: Human Resources, 100 Engineer Place, Alexandria, LA 71303, or e-mail to [employment@mmlh.com](mailto:employment@mmlh.com). For more information about MML&H, please visit our Web site at [www.mmlh.com](http://www.mmlh.com).

MML&H is an Equal Opportunity Employer