



ARIZONA WATER COMPANY

Designer I – Phoenix

Arizona Water Company, an investor-owned water utility is currently seeking an individual to work as a Designer I in our Engineering Department in our Phoenix corporate office.

Under direct supervision of the Design Manager prepares and maintains Engineering Department maps, records, and construction drawings. Performs a variety of entry level drafting assignments required by the Engineering Department. Assists with company deliveries; general moving of furniture, equipment, and boxes.

JOB DUTIES AND ESSENTIAL FUNCTIONS

Responsible for a variety of tasks and duties, which may include, but would not be limited to, the following:

- Prepares and maintains Engineering Department maps, records, and construction drawings.
- Prepares graphic illustrations, maps and charts from sketches, drawings, verbal direction, and diagrams.
- Performs entry level drafting assignments required by the Engineering Department.
- Performs mathematical computations as necessary.
- Performs miscellaneous office maintenance duties such as replacing light bulbs, moving office furniture, unloading, and storing office supplies, etc.
- Performs company related errands using company vehicle.
- Performs other duties as assigned by Design Manager.
- Act as company messenger; purchase and deliver company lunchroom supplies; travel to field offices when necessary.

SKILLS. KNOWLEDGE. AND PHYSICAL REQUIREMENTS

The required skills, knowledge, and physical requirements include, but are not limited to the following:

- Basic knowledge of mapping, drafting, design and specifications.
- Basic knowledge and ability to use CAD software, such as MicroStation, AutoCAD, Civi13D.
- Ability to use computer and related software, such as Microsoft Word, Excel, Outlook
- Ability to perform repetitive physical activities using feet, legs, hands, and arms, and be able to use a keyboard, walk, sit, stand, bend, stoop, climb, reach, grasp, and occasionally lift up to 75 lbs.
- Ability to write legibly and maintain sufficient field notes for preparation of as-built drawings.
- Good reading skills and ability to quickly comprehend.
- Demonstrated ability to communicate effectively, both orally and in writing.
- Must be dependable, punctual, and have good attendance.

EDUCATION, TRAINING, AND EXPERIENCE

The following are required:

- Must have minimum of four semesters of drafting in high school or junior college.
- Entry-level position.
- Knowledge of CAD software.
- Must have a valid, appropriate Arizona driver's license with an acceptable driving record.



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The company offers a competitive wage and benefits package, including company-paid medical, dental, life and LTD insurances, as well as holidays, vacations, sick leave, and 401(k) plan.

Send detailed resume and application to: awc-hr@azwater.com