



Team of Position
Design Team
Reports To
Design Team Lead
Office Location
Liberty Lake
FLSA Status
Non-Exempt

Electrical Drafter

H2E inc. is an electrical engineering and design consulting firm that services industrial clients in diverse industries. We exist to solve problems, and to make each client's facility better, cleaner, and safer. With offices located in both Liberty Lake, Washington and Helena, Montana, we employ and develop talented individuals who strive for excellence in their field.

Position Summary:

The Staff Drafter possess functional knowledge of CAD, drawing preparation and data manipulation skills. The Staff Drafter will work with engineers, designers and project managers to support project related activities and the Design Department.

Essential Responsibilities:

Technical

- Provides electrical drafting/design services to meet customer specifications, drawings, and control & power system requirements
- Working from instructions, vendor or client drawings, proposals, specifications, red-line drawings and other information provided by engineers and/or clients, produces 2D/3D drawings using standard AutoCAD, AutoCAD Electrical and the Architecture, Engineering & Construction (AEC) Collection, such as:
 - Plot plans, general arrangements, cable routing, grounding, lighting plans, site electrical plans, single line diagrams, load calculations, panel layouts, wiring diagrams, cable and conduit schedules and other electrical plans, details, sizing and layout
 - Detailed industrial control panel layouts, bills of material, schematics, wiring diagrams, PLC I/O drawings, Network communication, P&IDs, hardwired interlock, block diagrams, and general details
 - Assembling documentation packages and providing estimates, schedules, material lists, design concepts, design specifications, design drawings and other documentation for facilities which are reviewed by an Electrical Engineer and/or Project Manager
- Collaborating with design & engineering staff and other personnel to find solutions throughout the design process
- Performs fieldwork and technical research by visiting construction/plant sites and fabrication shops during the project design phase on an as required basis

Leadership / H2E & Project Management

- Has or will obtain a working knowledge of project execution concepts and practices
- Assists with completing projects within scope, on time and on budget with safety and quality requirements met
- Monitors project execution via project schedules



Communications

- Assists with technical guidance, training, and development of staff through peer review of project work involving electrical design with quality and accuracy
- Collaborates with engineering staff and other personnel to find solutions throughout the design process
- Interacts with contractors, clients, and facility operators
- Possesses effective oral and written communication skills

Ownership / Growth / Direction

- Grows professionally to work independently with minimal supervision upon assignment of tasks (May require some technical and/or procedural help)
- Continual self-improvement in latest technology and equipment in the industry
- Continual self-improvement in interpersonal skills and effective oral and written communications
- Follows Company policies, procedures and work instructions as found on the Company network

Minimum Qualifications:

- Must be able to work in the US without current or future sponsorship.
- Zero to four years of CAD experience. Experience with a background in Consulting Engineering or Industrial/Utility facility design/operation preferred
- Degree or Certificate in Electrical or CAD/Drafting Technology or equivalent is preferred
- Efficient in the use of Autodesk's AutoCAD for preparation of electrical drawings (AutoCAD Electrical Package and Revit experience is a plus)
- Experience with national electrical codes and electrical industry standards is a plus
- Experience in process controls, and medium/low voltage electrical distribution is a plus
- Have general knowledge of other related disciplines (mechanical & structural)
- Ability to work efficiently and effectively when managing multiple tasks
- Effective oral and written communications and excellent interpersonal skills with the ability to work through the resolution of project related issues
- Must be self-motivated, results oriented, and be flexible to work well under tight schedules in a fast-paced team environment
- Efficient in the use of MS Office software suite: Outlook, Excel, Word, OneNote, Project and Access

Compensation:

- Competitive Wages (\$26.00 - \$38.00 hourly DOE)
- Health/Dental/Vision Benefits/401k
- Flexible Hours
- Holiday, Sick, and Vacation Time
- Opportunity for Advancement
- Amazing Team Environment

How to Apply:

Please review the position posting and respond with cover letter and resume. Apply via E-mail to recruiting1@H2Einc.com.

