

## **Electrical Drafter Job Posting**

The Electrical Drafter will be responsible for leading efforts to determine and generate electrical, instrumentation, and controls drawings packages. Redline drafting of mechanical or other discipline drawings may be required periodically under the supervision and instruction of that discipline's lead.

### **2. DUTIES AND RESPONSIBILITIES**

Prepare Electrical Diagrams and Drawings utilizing AutoCAD  
Electrical Plans  
One Line Diagrams  
Motor Schematics Diagrams  
Lighting & Cable Schedules  
Prepare Automation Diagrams and Drawings utilizing AutoCAD  
Junction Box Layout and Connection Diagrams  
DCS/PLC Panel Layouts and Bill of Materials  
IO Loop Diagrams  
Understanding and practice of CSA safety standards

### **3. SKILLS AND COMPETENCIES**

To perform the job successfully, an individual should demonstrate the following competencies to perform the essential functions of this position.

480V and 600 V designs  
AutoCAD proficiency  
Working knowledge of basic industrial processes; oil and gas, manufacturing  
Strong interpersonal skills to work with users  
Able to work with and communicate with field operations personnel to troubleshoot and fix system and process issues in the Petroleum and energy industries  
Proficient in MS Office Suite (Word, Excel, Powerpoint)

### **4. EXPERIENCE REQUIREMENTS**

A minimum level of 3 years' experience designing or installing electrical systems

### **5. EDUCATION / DESIGNATION REQUIREMENTS**

- Secondary Training in AutoCAD Software
- A valid driver's license
- A passport and eligible travel to Canada

### **6. LANGUAGE SKILLS**

· Oral communication—the individual speaks clearly and persuasively in positive or negative situations, demonstrates group presentation skills, and conducts meetings.  
Written Communication—the individual edits work for spelling and grammar, presents numerical data effectively, and can read and interpret written information.

### **7. REASONING ABILITY**

Ability to define problems, collect data, establish facts, and draws valid conclusions.

**Salary and Benefits:**

- Pay negotiable based on experience.
- Full benefits after 3-month probationary term.