



CAREER OPPORTUNITY

The National Works Agency, an Executive Agency of the Government of Jamaica is seeking suitably qualified individuals for the under-mentioned position:

Senior CAD Technician (Level 4)

QUALIFICATION AND EXPERIENCE: -

- Associate Degree or Diploma in Construction or Building Technology
- At least four (4) years experience in Computer Aided Engineering Draughting.
- Proficient in CAD software such as AutoCAD
- Knowledge of engineering materials, processes and practices
- A wide knowledge of Civil Engineering Works and Drawing Office Practice.

SKILL REQUIREMENTS: -

- Competence in computer aided designs
- Competence in interpreting engineering design, drawing, briefs, diagram.
- Ability to develop and interpret sketches, surveys and other drawings for the preparation of engineering drawings.
- Excellent communication skills, both verbal and written.
- Familiarity with civil engineering and surveying principles and practices.
- Strong problem-solving skills and ability to manage multiple projects simultaneously.

REPORTING RELATIONSHIP

Reports to: Senior Civil Engineer/Senior Architect

PRINCIPAL FUNCTIONS:-

- Supervise drafting and printing room staff.
- Prepare engineering drawings for bridges, culverts, retaining walls, drainage, tanks and other engineering works with minimum supervision.
- Interpret sketches, surveys and drawings for the preparation of final working drawings.
- Create and modify CAD drawings and designs in compliance with company standards and project requirements.
- Develop detailed engineering drawings, plans and profiles for roadway and drainage projects.
- Lead and manage a team of CAD Technicians, providing technical guidance, training, and mentoring as needed.
- Assist in the preparation of quantity take-offs, cost estimates, and other project documentation.
- Oversee the maintenance and updating of CAD drawings and designs in accordance with revisions and project change.
- Prepare and review technical drawings, including plans, elevations, sections, and details using AutoCAD or other relevant software.
- Coordinate with other internal departments and national entities to provide technical support on infrastructure projects.

Salary: \$2,803,771.00 per annum

**Applications should be submitted no later than
Friday, September 25, 2026 to:
Human Resource Manager
National Works Agency
140 Maxfield Avenue, Kingston 10 or
Application can be sent via email to:
Recruitment@nwa.gov.jm**

**The Agency thanks all applicants.
Only individuals short-listed will be contacted.**

"Developing Safe, Reliable & Quality Roads"