EMPLOYMENT OPPORTUNITY
MARCH 2020
ENGINEERING/PLANNING/DRAFTING TECHNICIAN

LOCATION: Frederick T. Mott Conservation Center
1679 S. Dupont Highway
Dover, DE

Closing Date: When Filled
Salary: Commensurate to Experience

This is not a merit position. This is a position with the Kent Conservation District.

The Kent Conservation District, a governmental subdivision of the State of Delaware, is seeking applicants for the position of Engineering/Planning/Drafting Technician and will report to Dover, Delaware.

DESCRIPTION
This position will support the Sediment & Stormwater and Drainage programs of the Kent Conservation District through planning and design of drainage improvement projects, making landowner contacts, drafting construction plans, and working with interagency partners.

RESPONSIBILITIES
• Plan drainage improvement projects.
  o Make landowner contacts
  o Develop recommended course of action
  o Design and/or assist in design
  o Draft construction plans
  o Attain permits
• Prepare sub-contract documents for drainage improvement projects.
• Manage construction of drainage improvement projects.
• Serve as a liaison between the Kent Conservation District and other partner agencies for drainage improvement projects.

QUALIFICATIONS:
• Drafting experience is required.
• Possession of a degree in an appropriate engineering or environmental discipline, or experience in civil engineering, and drainage/stormwater management is preferred.
• Excellent communication and writing skills is required.

REQUIREMENTS
• Applicants must be legally authorized to work in the United States. The Kent Conservation District does not provide sponsorship for holders of H-1B Visas.

BENEFITS
The Kent Conservation District offers a comprehensive benefit package including: 40.0 hour work week, paid vacation, sick, and holiday days starting the first year. Pension and health insurance are also included in the benefits package. Direct Deposit of paychecks will be required as a condition of employment for new employees.
TO APPLY, PLEASE MAIL YOUR RESUME AND/OR KCD APPLICATION IN CONFIDENCE TO:

(The KCD Application may be downloaded from the KCD Employment Opportunities website:
http://kentcd.org/EmploymentOpportunities.htm)

Kent Conservation District
Attn: Jared Adkins
1679 S. Dupont Highway
Dover, DE 19901

FOR MORE INFORMATION, PLEASE CONTACT
Jared Adkins
S&S Program Manager
Phone: 302-608-5370