

JUNIOR DRAFTSPERSON

Genesis Builders Group - Calgary, AB

September 2018

Company Overview

Genesis is a Calgary based award-winning land developer, creating innovative and successful communities in the Calgary Metropolitan Area, and is also a residential homebuilder through its subsidiary Genesis Builders Group. Genesis is committed to supporting its communities through partnerships like the Genesis Centre of Community Wellness and Genesis Place Recreational Centre. The Corporation's common shares are listed on the Toronto Stock Exchange (TSX: GDC).

At Genesis we believe in the power of relationships. We take pride in our work and our organization. We dare to dream and above all, we value integrity. We offer competitive wages, employee home purchase program, one of industry's best health & benefit packages, continuing education reimbursements, and career growth within the Genesis team.

Position Title: Junior Draftsperson - Contract
Reports To: Architectural Design Manager
Job Type: Full-Time Contract (Maternity Leave Coverage)
(October 2018 – March 2020)
Location: Calgary, AB

The Junior Draftsperson is an important member of the Genesis Design Department. The successful candidate will be experienced in residential drafting including proficiency in building technology, building codes and bylaws. In addition, the successful candidate must be able to communicate with clarity and precision and work collaboratively with other members of the Design Department and organization.

Role Responsibilities

- Create job-specific drawings from standard plans
- Request and review material required for permit submissions including, but not limited to, plot plans, engineering and joist/truss layouts.
- Prepare support material for marketing brochures and other media as necessary
- Meet with Sales Staff as necessary to prepare sketches and modify plans to support home sales
- Provide support administrative duties as required including, but not limited to, Architectural Control submissions, Building Permit applications, archiving and filing.
- Other duties as assigned.

Competencies and Skills Required:

- High School Diploma or equivalent, required.
- Diploma in Architectural Technology or equivalent, required.
- Minimum of 2 years of residential drafting experience, required.
- Proficiency in Autocad, required.
- Experience in production home building is a definite asset.
- Knowledge of wood-frame building practices.
- Proficient in Microsoft Office and general computer skills.
- Self-starter with proven time management skills, good attention to detail and problem solving skills.
- Ability to work independently, within a team, and willing to learn.
- Excellent written and verbal communication skills.
- Knowledge of Lotworks would be considered an asset.

Working Conditions

- This is a temporary, full-time contract position that would extend from an anticipated start date of October 2018 and continue to March 2020.
- This position works regular office hours i.e, Monday - Thursday from 8:00 am to 5:00 pm and Friday from 8:00 am to 3:00 pm.

Additional Notes

All interested and qualified applicants please apply by sending your resume to Human Resources Department at careers@genesisbuilds.com with the subject line "Junior Draftsperson - Contract".

We thank all applicants for their interest; however only those selected for an interview will be contacted. No telephone or agency inquiries please.