



MUNSELLE
CIVIL ENGINEERING
CIVIL ENGINEERING LAND PLANNING

Are you looking for a different and dynamic company to work for? Do you want to surround yourself in a positive work environment with a stable company, and challenge your skills with new and exciting projects? If you answered yes to these questions...Please read on...

Munselle Civil Engineering, located in downtown Healdsburg, is seeking a Draftsperson/AutoCAD Designer for immediate, full-time employment, M-F, flexible start time.

Job Overview:

Under supervision of designated Project Managers and Engineers, a Draftsperson/Designer will work on diverse civil engineering projects (both public and private). Will review project specifications and confer with Engineers regarding assistance needed, such as plan preparation, design changes, and reports. Responsible for project completion in compliance with office standards and must work effectively under project-specific budget and schedule requirements.

Required Qualifications:

- Civil 3D/AutoCAD, Excel and Word proficient
- Understanding of principles, methods, and techniques of civil engineering
- Ability to communicate in both written and oral form
- Must be a self-starter, proactive, ambitious
- Ability to multi-task
- Ability to comprehend project overview
- Ability to utilize maps and surveying equipment
- Ability to analyze project conditions and prepare detailed topographic mapping
- Ability to review and interpret detailed project specifications

- Ability to obtain and analyze data relevant to project design
- Ability to understand detailed design elements
- Ability to observe construction site to determine conformance with design

Company Description:

Munselle Civil Engineering and Land Surveying is a consulting civil engineering firm that offers a full range of civil engineering and land planning services, from preliminary design through construction. Owner, Cort Munselle P.E., began working as a licensed civil engineer in 2000 and opened Munselle Civil Engineering in 2007. MCE's experience includes subdivision entitlements and design, private residential estates, vineyard development, commercial development, vineyard erosion control plans, reservoir design and winery site design.

It is our goal to provide innovative and cost-effective engineering while providing the client with the highest level of customer service. We establish working relationships with each client by providing timely and efficient project turnaround through quality engineering design. MCE's experience with regulatory agencies in Sonoma and Napa counties helps clients understand and manage the various complicated processes throughout the engineering stages of development and creates a more positive experience through the life of each job.

MCE offers competitive salaries, bonus, generous PTO policy, paid holiday and SIMPLE IRA plan with 3% match.

To apply, please submit your resume and cover letter to mia@munsellecivil.com.