



105 South Fifth Avenue
Suite 513
Minneapolis, MN 55401

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Company: Landform Professional Services, LLC
Job Title: **Project Lead, CAD Technician and Designer - Civil Engineer**
Job Location: Downtown Minneapolis

Landform is a multi-disciplinary consulting firm based in Minneapolis. We offer a full range of site design, planning and civil engineering services backed with over 20 years as an organization. Our professional resources include landscape architects, planners, civil engineers, land surveyors and development managers. We are committed to client service, design quality, principles of sustainability and an innovative approach to site design.

Our culture is based on our vision to grow and diversify while emphasizing quality design, strong client partnerships, and an energetic employee environment. We value quality, relationships, mentorship, leadership, and enthusiasm in our work. We achieve our mission by helping our public and private sector clients create successful memorable, SensiblyGreen® places. Our employees are our #1 asset and finding the best fit for all is our priority.

We are looking for Civil Engineers/Technician's to join our Retail and Commercial Design Studio. The responsibilities will encompass a full range of design services for major projects and clients.

Duties include all aspects of site design including, preparation of site plans, grading, drainage, erosion control plans, utility plans, and coordination with other disciplines. You will be expected to work directly with clients, consultants, and contractors.

In all positions, you must be proficient in using AutoCAD, and experience in Civil3D is preferred.

Design Responsibilities:

- Site Analysis, Selection & Feasibility Studies
- Site Design & Theming
- Building Siting & Parking Design
- Stormwater Management
- Erosion & Sediment Control
- Grading Design, Utility/Infrastructure Design
- Earthwork Analysis
- Sustainable Design
- Traffic Circulation Analysis
- EAW, AUAR, EIS, ISP Review/Preparation
- Site Illumination Analysis
- Construction Observation
- Any similar tasks which would typically be performed at a site design firm

Project Management:

- Manage production, permitting & construction of an entire project
- Project accounting
- Opinions of Probable Construction Cost
- Bid Solicitation
- Contract Administration
- Effective management of staff
- Maintain & expand client relationships

Qualifications/Requirements:

- Four years of experience in production for Project Lead / CAD Technician
- Requires a BS or BA degree for Project Lead/ Associates for CAD Technician
- Ability to follow instructions & take initiative/self-motivated
- Good verbal and written communication skills
- Positive and professional attitude
- Consistent and accurate work product
- Strong work ethic
- Strong Interpersonal, leadership and motivational skills.

Full-Time/Part-Time/Hours: Full-Time with a flexible work environment (work life balance).

Salary: DOQ

Benefits: Health, dental, life, disability, PTO, 401K Employer contribution, transportation allowance, Fun and relaxing atmosphere

Number of Openings: 1-2

Advancement Potential: Promotions are based on your proven ability to master tasks.

Training Available: Our focus on developing strong teams through hands on training in real world situations contributes to our successful growth.

Please send resume to:

Contact: Michelle Chapman

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Website: www.landform.net

Landform is an equal opportunity employer and all qualified applicants will receive consideration for employment without regard to race, color, religion, sex, national origin, disability status, protected veteran status, or any other characteristic protected by law.