

Job Title: Drafter II
Location: Fort Knox, KY
Type: Full-time
Salary: \$20.32 an hour plus \$4.57 Health & Welfare

Requirements:

- U.S. Citizen
- Minimum 3 years of experience maintaining telecommunications infrastructure drawings.
- Proficient with the use of ArcGIS for the use of sharing existing plant drawings into existing GIS team prints.
- Cable distribution management experience.
- Experience using Microsoft Visio.
- Eligible for U.S. government security clearance.

Desired:

- Experience in telephone installation, maintenance, and repair.
- BICSI Installer I certification.
- Autodesk AutoCAD system experience.
- Active/recent U.S. Secret security clearance.

Job Description:

- Create, maintain, and update maps of information systems, circuits, and lines using CAD and ArcGIS software.
- Maintain a web-based information database composed of complex maps, cable/fiber configurations, digital and hard copy sketches, diagrams, drawings, photographs, databases, and tables configured in a database management system.
- Use standard equipment, plotters, and scanners; follow circuit paths, circuit diagrams, schematic cable and fiber runs, and engineering drawings.
- Update and maintain all OSP, ISP, and remote communications facilities drawings in the ArcGIS and CAD system.
- Input changes from redline drawings into ArcGIS system.
- Maintain all site drawings in final format and drawing files in a printable format and translate drawings to other formats such as Visio and PDF.
- Maintain an electronic hard-copy plant-in-lace drawing library and update related TMS asset management databases.
- Ensure all drawings are accurate and up to date.
- Create all as-built drawings IAW the drafting standards.

Physical/Mental Requirements:

While performing the duties of this job, the employee is regularly required to:

- Possess visual acuity to distinguish detailed drawing features.
- Possess manual dexterity to operate drafting tools and equipment, and a computer keyboard.
- Understand and follow oral and written instructions.

Benefits Offered:

- Medical, Dental, Vision, Aflac, 401(k)/Matching.
- Whole and Term Life Insurance.
- Short- and Long-term disability.
- Paid Vacation, Sick Leave, Holidays, Bereavement, Jury Duty, Military Duty.
- Employee assistance Program.

Background Check:

Offers are contingent upon successful completion of professional reference checks, employment history verification, and background screening.

Security Clearance

Selected candidates will be subject to a government security investigation and must meet eligibility requirements for access to classified information. Hire dates are dependent upon the issuance of an interim or final government security clearance.

GStek, Inc. is proud to be an Affirmative Action/Equal Opportunity employer. All qualified applicants will receive equal consideration for employment. GStek encourages veterans, disabled veterans, and disabled individuals to apply for any open position for which they feel they are qualified.

EOE Minority/Female/Veteran/Disabled