



Nature of work

Reporting to the Technical Design Manager, the OSP Design Technician will work with the projects team on new and exciting company projects. Working on a team environment, the OSP Design Technician will be responsible to provide necessary information for project design drawings complete with Bill of Materials and pertinent utility permit applications. The OSP Design Technician will also provide appropriate budgetary information and design input on the anticipated projects to allow for funding applications and appropriate strategic internal meetings.

As an OSP Design Technician, you will be given the opportunity to develop superior skills and business acumen. You are fun, passionate, and caring and driven to provide the best customer experience in everything you do within the communities that we serve.

Accountabilities

- Facilitate the design drawings of small to large scale projects ranging in complexity, from inception to completion.
- Conduct field work, as necessary, to survey utility assets required for permits.
- Document and produce BC Hydro 3rd party drawings for Engineer sealing as required.
- Produce appropriate TELUS P408 and BC Hydro SPO permit applications as required.
- Design and produce appropriate underground civil permit drawings for municipal approvals.
- Create and manage appropriate project documentation, processes and procedures based
- On industry best practices regarding MOTi, BC Hydro and TELUS permitting.
- Facilitate GPS mapping of CityWest and/or other utilities assets for GIS implementation.
- Produce CADD drawings for all CityWest cabling infrastructure.
- Produce information required for specialized cables such as flex nap.
- Produce and maintain splicing diagrams of cabling systems.
- Integrate technical drawings within the CityWest billing system.
- Develop templates used to create drawing packages.
- Provide technical support to project managers, engineers, and construction management
- Track and analyze project design risks and recommend improvements.
- Maintain working relationship with other utility or municipal engineering teams to maintain appropriate permit approval and timelines.
- Create and deliver regular project permit status update reports for the Manager of OSP Design.
- Promote and practice company values nurturing a safe work environment.

Education and Experience:

- Certificate or Associate Degree in Drafting
- 2 Years of Drafting Experience in Telecommunications or a Related Industry
- 3-5 years' experience in the telecommunications Industry

Requirements

- Proficient with Microsoft Office (Outlook, Excel, Word), and Google Earth as well as editing in ArcGIS tools.
- Able to perform work and duties independently as well as in a team environment.
- Outstanding communication skills (both written and verbal) and customer service skills
- Detail orientation and organization skills.
- Must have a valid Driver license and willing to travel at times
- Basic mathematical skills, e.g., averages, percentages.
- Must be able to sit long periods of time behind computer.