

# A CAREER BALANCING

# WORK LIFE



## DRAFTSPERSON

### As a qualified candidate, you're able to:

- Prepare all project working drawings, updating as-built drawings, permanent records and space plans as well as planning, designing, and coordinating minor renovation and systems projects
- Prepare scopes of work, space plans, specifications, and schedules
- Work in conjunction with consultants, contractors and suppliers, and liaising with client departments to plan and schedule the functional and operational components of minor projects
- Initiate service requests, work orders, purchase requisitions, and other documentation to complete the project within a specified time frame
- Support Facilities' management, the technology and business planning coordinator, and project coordinators in project analysis, by researching and collating technical information
- Perform other related duties as assigned

### You possess the following qualifications:

- A diploma/certificate in computer aided design and drafting
- A minimum of 2 years related experience
- A valid B.C. driver's licence

### Balance and wellness

As a leader in promoting healthy and safe workplaces, WorkSafeBC believes the health and wellness of our employees depends on a solid work-life balance. As a member of our staff, you'll have access to services that can help you get the most out of work... and life.

- **Health and fitness:** We offer many ways for you to keep healthy and fit. Our Richmond office includes a fitness program offering equipment and classes, and staff outside Richmond is reimbursed the cost of gym memberships.
- **Self-funded leave:** Contribute 20 percent of your salary annually for four years, then take the fifth year off and use your accumulated funds.
- **Earned Time Off:** Start with three weeks vacation, plus the ability to add another 13 days off.
- **Care and nurturing:** Take an unpaid leave of absence for the care and nurturing of your children.

More information on this position and information on how to apply is available at [www.worksafebc.com/careers](http://www.worksafebc.com/careers).

OPPORTUNITIES AT [worksafebc.com](http://www.worksafebc.com)

**WORK SAFE BC**

WORKING TO MAKE A DIFFERENCE