



Advanced Energy Management Ltd.

*Putting our **energy** into saving yours*

Advanced Energy Management Ltd. (AEM) wants you to join our growing company and talented team! AEM is known for helping high-performance building owners and industrial plants to reduce energy consumption and greenhouse gas emissions. We are currently seeking a **Junior Design Technician** to work out of our Moncton office.

Reporting directly to the **Design Team Leader**, the Junior Design Technician is responsible for preparing technical designs for HVAC control systems from preliminary concepts, sketches, calculations, specification sheets and other data. The incumbent will review plans and confer with project managers, estimating team, programmers, and electricians to meet project specifications, complete documentation packages and produce drawing sets.

Responsibilities include, but are not limited to the following:

- Read and interpret plans, as well as complex mechanical and electrical specifications; and developing an appropriate building management system in line with plans and specifications.
- Use AutoCAD to design and draft schematic control and electrical wiring diagrams, sequences of operation and bills of materials for the building management system requested in the engineering drawings.
- Select and size various control equipment at the digital (controllers, computers, etc.), electrical (transformers, relays, etc.) and mechanical (valves, actuators, etc.) levels for approval purposes.
- Create working drawings using AutoCAD following established company standards.
- Layout and size mechanical systems as directed.
- Maintain and update drawings to reflect any change requests.
- Organize and print drawing sets as requested in a timely fashion.
- Review drawings for quality control.
- Setup drawings in an organized fashion and ensuring appropriate labelling.
- Store, manage, and archive drawing files and record sets of drawings in accordance with company Project Management Standards
- Store and manage project documentation in accordance with AEM's Project Management Standards
- Communicate with other departments on a project-by-project basis.
- Collaborate with internal project managers, electricians, and programmers to complete projects on time and on budget.
- Interact with customers and consultants as needed throughout the course of a project.
- Communicate effectively with team leaders about current projects and any recommendations for process improvements.
- Respect the values and code of ethics of the company.
- all other related tasks

QUALIFICATIONS AND EXPERIENCE

- Post-secondary education in Engineering Technology (Mechanical or Electrical) coupled with a minimum of 1-2 years' related work experience in AutoCAD design.
- Demonstrated understanding of wiring diagrams and electronic schematics.
- Good working experience in AutoCAD, Microsoft Word, Outlook, and Excel.
- Knowledge of HVAC and controls systems is an asset.
- Work experience within the HVAC industry with basic knowledge of building controls and automation systems is an asset.
- Strong ability to read and understand electrical and mechanical drawings.
- Effective oral and written communication skills in English; bilingual (French and English) is an asset.
- Self-motivated with the ability to work under minimal supervision.
- Effective time management skills with the ability to meet tight deadlines.
- Must be a trustworthy, professional, and dependable person who thrives on providing exceptional customer service to others (team members, customers, and suppliers) and develop strong working relationships.
- Willing and able to work overtime hours as required.

WHAT WE OFFER

At AEM, we believe in hard work and a good quality of life. Our work environment is one in which people enjoy coming to work. We empower people to make decisions and do whatever it takes to delight customers and take time to have fun and develop relationships with employees. Some benefits are:

- Friday Afternoons Off
- Above-industry Wages
- Flexible Working Hours
- Group Benefits and RRSP
- Fitness Allowance

TO APPLY

If you are interested in joining our team; please apply for this position by sending your cover letter and resume to careers@aemltd.com, This job ad will remain live until position is filled.

We thank all applicants for their interest in a career with AEM. Only successful candidates will be contacted for an interview.