

**2016 STANDARD TITLES FOR PROFESSIONAL SERVICES
CAPITAL CONTRACTING OFFICE**

COA Standard Title		Minimum Qualifications
Computer-Aided Drafting and Design (CADD) Technician - Provides drafting, mapping, design, 3-D modeling and presentation drawings using CADD , Geographic Information System (GIS) and/or other graphic software for use in a wide range of projects. Associate degree in Applied Science or a related technical discipline may substitute for 2 years of the required work experience.		
CADD Technician I (1-5)		Graduation from High School or equivalent, plus more than 1-5 years of related work experience.
CADD Technician II (5-10)		Graduation from High School or equivalent, plus more than 5-10 years of related work experience.
CADD Technician III (10-15)		Graduation from High School or equivalent, plus more than 10-15 years of related work experience.
CADD Technician IV (15-20)		Graduation from High School or equivalent, plus more than 15-20 years of related work experience.
CADD Technician V (20-25)		Graduation from High School or equivalent, plus more than 20-25 years of related work experience.
CADD Technician VI (25+)		Graduation from High School or equivalent, plus more than 25+ years of related work experience.
COA Standard Title		Minimum Qualifications
Supervisory CADD - Under nominal direction, accountable for managing and implementing CADD functions of a major division, program, and/or activities including budgeting, staffing, development of policies and procedures, and providing support in an effort to accomplish overall goals and objectives of the company.		
Supervisory CADD I (8-10)		Graduation from an accredited four-year college or university with major course work in CADD, plus more than 8-10 years of CADD work experience, 2 years of which were in a lead or supervisory capacity.
Supervisory CADD II (10-12)		Graduation from an accredited four-year college or university with major course work in CADD, plus more than 10-12 years of CADD work experience, 2 years of which were in a lead or supervisory capacity.
Supervisory CADD III (12-15)		Graduation from an accredited four-year college or university with major course work in CADD, plus more than 12-15 years of CADD work experience, 2 years of which were in a lead or supervisory capacity.
Supervisory CADD IV (15-20)		Graduation from an accredited four-year college or university with major course work in CADD, plus more than 15-20 years of CADD work experience, 2 years of which were in a lead or supervisory capacity.
Supervisory CADD V (20-25)		Graduation from an accredited four-year college or university with major course work in CADD, plus more than 20-25 years of CADD work experience, 2 years of which were in a lead or supervisory capacity.
Supervisory CADD VI (25+)		Graduation from an accredited four-year college or university with major course work in CADD, plus more than 25+ years of CADD work experience, 2 years of which were in a lead or supervisory capacity.