

CAD Technician (LSP)

JOB ORDER # 017

Rate of pay: \$27.50/hour

Location: Southern Newfoundland and Labrador, Canada

Hours per week: TBD

Type: Full Time

Main duties include but are not limited to:

- Responsible for all phases of computer aided design (CAD) operations and use of engineering software related to CAD operations and electronic file management.
- Perform professional CAD work, creating detailed schematics that are utilized in the manufacturing of products and the construction of air-inflated fabric buildings; these detailed technical drawings incorporate the input of engineers, and can specify dimensions, codes, materials, and production methods.
- Develop work plans and reports, and done in compliance with ISO 9001:2008 standards, most notably SOP-xxx (x).
- Collect reports, analyze building codes, and make weight, volume, and stress calculations for materials used in construction
- Coordinate collection of data and incorporate information into drawings, schematics, and map overlays
- Consult with architects, engineers, surveyors, and workers while preparing and presenting drawings
- Operate CAD equipment or a conventional drafting station
- Develop and prepare engineering designs and drawings from initial ideas, sketches, engineering calculations, specification sheets and other data
- Complete documentation packages and produce drawing sets
- Design and prepare complex civil, architectural, mechanical, and electrical drawings for inflated building structures which may include material quantities, geometrics, and details using CAD applications
- Compute geometry for layouts and details of engineering drawings and plans
- Prepare engineering drawings utilizing CAD applications for such features as site plans, foundation floors, front, rear and side elevations, cross sections, details, and schedules
- Check and verify design drawings to conform to specifications and design data
- Bring forward Opportunities for Improvement (OFIs) to improve products and processes and reduce waste
- Ensure communication with other employees and stakeholders is conducted accurately and in a timely manner.
- Follow company and departmental principles, rules, guidelines, etc. with regards to health and safety, ISO requirements, Lean manufacturing principles, and good housekeeping

Experience:

Essential Skills:

1. Proficiency in SolidWorks or AutoCAD, Microsoft Word, Excel, PowerPoint, and Outlook
2. Ability to communicate clearly and proficiently in English

3. Accuracy
4. Strong problem-solving skills
5. Knowledge of Numeracy (mathematics), physics, IT/computer
6. Excellent time management system
7. Customer service and interpersonal skills
8. Positive attitude

Essential Abilities:

1. Able to visualize three-dimensional objects from two-dimensional drawings and the relationships between parts in machinery and systems
2. Able to convert verbal and written information into two or three-dimensional drawings
3. Has attention to detail
4. Able to work as part of a team as well as independently
5. Able to communicate and work with engineers, architects, tradespersons, and clients
6. Has good colour vision and hand-eye coordination
7. Able to work under pressure and meet deadlines
8. Able to work with and resolve large amounts of technical uncertainty

Essential Knowledge Areas:

1. Computer-aided design (CAD) and design techniques
2. Engineering design principles
3. Drafting and mechanical drawing experience
4. Manufacturing processes and of construction methods and standards

Employment Requirements:

- Diploma in CAD
- Work experience using 3D design software is an asset
- Experience in product development is a definite asset
- In-depth knowledge of safety and quality programs is an asset
- Understanding of the manufacturing industry, industrial environment, or client business is an asset
- Experience with industrial fabrics is an asset
- Prospective employees must be able to perform all tasks as detailed on the complete Physical Job Description, be Fit for Duty at all times and be able to comply with the Canadian Model for Providing a Safe Workplace which includes alcohol and drug testing under the following circumstances: pre-employment testing; site pre-access testing; post-accident testing; reasonable suspicion testing; and post rehabilitation testing.
- Other education, skills and abilities may be considered as equivalent.
- Must be fluent in English.
- Must be able to submit previous employment certifications.

Working Environment

- Mostly work during regular business hours, although may work overtime, in the evenings and on weekends to meet project deadlines
- Usually works in an office environment, but will be required to spend time in manufacturing plant and installation site

- Requires long hours at computer workstation (prolonged use of eyes, hands, wrists; may be sitting for long periods of time)

Note:

- Always indicate in your CV/resume the *position applied for, Job Order #* and your *Skype ID*.
- CVs/Resume files should be named in the following manner:
 - **Last Name, First Name - Position Applied for- Job Order #**
Example: *Sonaz, Emilio – Carpenter-17*