

## Drafting

### **Position Summary:**

Motivated Draftsman with the ability to work independently while supporting Engineering, Manufacturing and sales. Perform product design assignments as well as project specific work. Provide technical assistance and design support to Sales, Purchasing, Manufacturing and Site Personnel. Maintain accurate records per job, customer and product.

### **Duties and Responsibilities:**

Include, but may not be limited to:

Support engineering projects and product development activities. The Draftsman will work with company engineer to assist in preparing, maintaining and recording bills of materials, material lists and manufacturing quality control guidelines. Develop design drawings, layouts, and specifications for manufacturing, including new, revised and modified products.

1. Develop complete and accurate drawings on AutoCAD, bills of materials, and other documentation as well as prototypes necessary for the conceptualization, documentation, release and implementation of designs
2. Ensure product designs perform as intended, are reliable, and are safe for manufacturing and the end user
3. Participate in design reviews with field techs and shop personnel to insure design intent, reliability and safety
4. Analyze and interpret engineering data for production, installation and maintenance manuals
5. Interact with Sales, Manufacturing, Purchasing and suppliers to meet the specifications and needs of the customers
6. Provide technical assistance to all Product customers, both internal and external.
7. Thoroughly and accurately documents product designs, project activities, communications, verification results and recommendations.
8. Develop software tools within EXCEL programs. Creates and modifies detail drawings using AutoCAD from sketches, layouts or notes provided by engineering.

### **Education Requirements:**

Associate degree in a related field and a minimum of three years drafting experience (two of which must be working with AutoCAD).