

# Job Opening

## **Support Drafter**

### Summary/Objective:

Seeking an entry level Support CAD Drafter to join our growing team.

Successful candidates will have experience with AutoCAD, highly detail oriented and eager to learn new skills and develop their career in the commercial curtain wall construction industry.

This position will be under the supervision of a senior drafting manager for training and guidance.

### Essential Functions:

- Assist in the creation of 2D fabrication drawings for the fabrication shop that comply with installation instructions for all systems.
- Revise fabrication drawings as required per red line markups and written directions.
- Adhere to drafting standards, and procedures for the technical work performed in the department.
- Strong attention to detail and focus on quality, accuracy, and consistency.
- Work at the direction of project designer and drafting team lead.
- Adheres to submission deadlines & fabrication schedules.

### Education:

- Associate Degree a plus in Architectural Design, Drafting, Engineering and/or Construction

### Qualifications/Experience:

- Past experience in curtain wall and store front related field a plus
- Strong computer skills with proficiency in AutoCAD software
- 3D AutoCAD skills a plus, but not required
- Knowledge in Revit a plus, but not required
- Good verbal and written communication skills
- General knowledge of commercial construction drawings
- Excellent time management skills