



JOB DESCRIPTION

Job Title: CAD Operator
Location: Duffield, VA
Reports To: Engineering Manager
Department: Engineering

JOB PURPOSE:

Supports the Engineering department by preparing a wide variety of detailed drawings based on pre-engineered standards. Works within the company's current version design/drafting computer software (AutoCAD). Also assists the Engineering department in setting computer aided design standards.

ESSENTIAL DUTIES & RESPONSIBILITIES:

- Prepares a wide variety of detailed drawing from notes to sketches provided by designers
- Prepares construction drawing and details for production following Engineering design precedent
- Updates drawings as required for "As Built" to ship with shelter
- Creates new installation details
- Breaks down information obtained from the bid letter, customer specification, and customer supplied drawing to develop shelter layouts and details
- Performs other duties as assigned

EDUCATION:

- High school diploma or general education degree
- 2 years prior CAD or drafting experience

QUALIFICATIONS: Experience, Competencies and Education

- Technical knowledge in the Engineering field helpful. Knowledge of drafting techniques, including mechanical and mathematical principles.
- Microsoft Office, and latest release in AutoCAD.



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PHYSICAL REQUIREMENTS OF JOB: This position requires that the employee be able to perform the following physical requirements, with or without reasonable accommodation:

| Physical Requirements | | | |
|------------------------------|---------------------|------------------------------|-------------------|
| Stand | Occasional, 1-25% | Stoop, kneel, couch or crawl | Occasional, 1-25% |
| Walk | Occasional, 1-25% | Carry | Occasional, 1-25% |
| Sit | Continuous, 76-100% | Talk or Hear | Moderate, 26-50% |
| Reach | Occasional, 1-25% | Lifting Requirements | Up to 25 lbs |
| Climb/balance | None | Other | |

| Work Environment | | | |
|---------------------------------------|------|----------------------------|------|
| Wet or humid conditions (non-weather) | None | Hot or Cold conditions | None |
| Work near moving mechanical parts | None | Outdoor weather conditions | None |
| Work in high, precarious places | None | Vibration | None |
| Fumes or airborne particles | None | Loud Noise | None |
| Toxic or caustic chemicals | None | Other | |

| Personal Protective Equipment | | | |
|--------------------------------------|----|--------------------|----|
| Safety Glasses/Goggles | No | Hand Protection | No |
| Steel Toe Shoes | No | Hearing Protection | No |
| Respirator | No | Fall Protection | No |
| Dusk Mask | No | Other | |

Email resume to deades@vfpinc.com