

## 1. Specification

- 1.1. Understanding drawing formats, numbering systems, submittals and revisions.
- 1.2. Knowledge / Experience with the product type.
- 1.3. Ability / Experience with fabrication, installation and basic construction techniques (welding procedures, forming, bending, coping, lamination, glue, paint, etc.).
- 1.4. Ability to develop ideas and/or methods for fabrication, conceive and weigh feasibility issues, field conditions, and real world circumstances.
- 1.5. Understand and take responsibility for stringent timelines and due dates.
- 1.6. Have knowledge of the RFI process and how to generate questions clearly and concisely.
- 1.7. Recognize the need for a professional communication skill set when interacting with management, employees and customers.
- 1.8. Attention to detail when revising drawings, maintain accuracy with markups, dimensions and views.
- 1.9. Ability to recognize potential problems with original design (be pro-active and constantly explore better ways to provide the product while not compromising quality).
- 1.10. Understand basic procurement practices and procedures.

## 2. Responsibilities

- 1.1. Create the necessary fabrication and installation drawings as required by Project Management.
- 1.2. Work with project planning and production to determine client needs and develop solutions to successfully deliver to company and client expectations.
- 1.3. Create drawings for prototypes and mockups for submittal to customer presentations.
- 1.4. Understand manufacturing/fabrication processes and shop production methodology.
- 1.5. Sketch concepts for conceptual brainstorming as well as for presentation.
- 1.6. Participate in Design/Engineering scope reviews.
- 1.7. Maintain file location and revisions according to shop drawing procedure.
- 1.8. Participate with Design/Engineering and Production to troubleshoot manufacturing and fabrication solutions.
- 1.9. Understand current trends, materials and innovations for industry products.
- 2.0. Provide training/guidance to entry level detailers/designers.
- 2.1. Answer shop/field questions under the direction of the Sr. Detailer/Designer and/or Department manager.

## 3. Technology

- 3.1. Computer aided design CAD software — AutoCad 2-D, Autodesk Inventor, 3-D Modeling CAD software.
- 3.2. Enterprise resource planning ERP software — DRADIS proprietary software; FileMaker.
- 3.3. MS Office Suite (Word, Excel, outlook, etc...).

## 4. Qualifications

- 4.1. Training
  - 4.1.1. 3+ years Minimum knowledge of the required software (AutoCAD, Inventor, Windows platform, etc.).
- 4.2. Education
  - 4.2.1. Associate degree in Drafting or equivalent years of working experience (min of 3 years).
- 4.3. Experience & Job Training
  - 4.3.1. 3-5+ years of experience working as a detailer in the fabrication and/or construction industry.
  - 4.3.2. Working knowledge of metal fabrication.
  - 4.3.3. Working knowledge of construction/installation processes.