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# Example of CAD Operator Job Description

Our innovative and growing company is searching for experienced candidates for the position of CAD operator. Thank you in advance for taking a look at the list of responsibilities and qualifications. We look forward to reviewing your resume.

## Responsibilities for CAD operator

* CAD Department Manager, and Lead CAD Operators (CAD -4) will provide coaching and direction
* Develop CAD deliverables and ensure that they are complete, and accurate
* Read and interpret design drawings
* Coordinate construction documents with client, when requested
* Review constructability and feasibility of construction details
* Review shop drawings for constructability and compliance with design documents
* Generate material takeoffs from 2D and 3D CAD data
* Someone out of school with some experience and trainable
* Plan, layout and revise detailed mechanical parts, assemblies, and installation engineering drawings from basic layouts, established references, and standard data such as structures, devices, mechanics, electrical, or electronics
* Utilize computer-aided design equipment and/or graphic tools such as, IDEAS and SOLIDWORKS, CAD, CAM or CATIA

## Qualifications for CAD operator

* Proficient computer skills in Windows based software and MS office 2000 or higher
* Must have a fundamental understanding of low voltage systems
* Would consider entry level CAD candidates IF they have other experience to offset, such as they are proficient in Microsoft Office or have a proven high level of experience with low voltage systems (such as they worked for a security contractor or even have a fundamental understanding of how low voltage works)
* Complete details of major layout drawings prepared by others in accordance with standard engineering drafting practices
* Determine scaling
* Prepare specifications for parts lists, assemblies, and installations