

Example of CAD Drafter Job Description

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Our growing company is hiring for a CAD drafter. Please review the list of responsibilities and qualifications. While this is our ideal list, we will consider candidates that do not necessarily have all of the qualifications, but have sufficient experience and talent.

Responsibilities for CAD drafter

- Manage the drawings and storage database and create, modify and document latest version of drawings
- Work from sketches, notes, verbal instruction or existing drawings to prepare new and revised drawings for various automotive components
- Ability to create detailed CAD models and drawings with little or no supervision
- Proficiency with Microsoft Office tools including Word, Excel, Powerpoint
- Producing and amending a variety of signalling engineering design drawings prepared by the Design Team
- Maintain a working knowledge of internal and client CAD standards and the drawing database
- Prepares drawings, engineering/tooling change notices, design specifications and standards
- Applies algebraic and geometric formulas and standard tool engineering data to develop optimum tools and their configuration formulas and standard tool engineering data to develop tool configuration
- Initiate, coordinate and follow-up on the manufacturing and building of prototype tools and fixtures
- Prepare & modify drawings from existing and new products

Qualifications for CAD drafter

- Experience producing complete set
- With Relevant Bachelor's/College Degree , Engineering, or equivalent drafting technology diploma
- The ability to work alone or with a team
- Resilience to deal with critical feedback