

Job Description: CAD Designer III

JOB SUMMARY:

Full Time CAD Designer to conduct site surveys, develop accurate as-built plans, and prepare final construction drawings for construction crews based nationwide. Ability to coordinate and multi task numerous projects within tight deadlines. Retail and/or C-store experience a plus. 30% U.S. travel required.

ESSENTIAL FUNCTIONS:

- Conducts detailed site surveys, 360 photos, and develop as-built plans while on site without assistance.
- Develops proposed construction drawings and permit sets.
- Hosts project management team reviews to revise final plans for contracting, permitting, and client approval.
- Creates renderings without assistance.
- Understands all aspects of permitting and can successfully secure permits.
- Knowledge of client standards and specifications.
- Reports to management about progress on surveys and plan development.
- Hosts plan review meetings with clients.
- Completes client scope walks without assistance.
- Successfully navigates and understands folder structure and file re-naming in Dropbox.
- Assists with training of new CAD Techs and new employees.

QUALIFICATIONS:

- Graduate of a four-year degree program in Architecture or Construction or graduate of a two-year degree program with a minimum of five years' work experience will be considered.
- Five years or more experience with AutoCAD 2007 or higher
- Expert knowledge with XRef's and layer management.
- Five or more years of on-site construction survey or project management of existing commercial buildings.
- Retail and/or Convenience Store experience required.
- Ability to work under pressure and coordinate multiple tasks.
- Extensive knowledge of commercial construction techniques, building codes and ADA standards.
- Excellent oral and written communication skills.
- Proficient in MS Office including: Word, Excel, and Outlook.