



Role: Junior CAD Technician

Duties:

- Alterations to working drawings in CAD;
- Creation of installed / As Built CAD drawings;
- Processing requisitions, generation of purchase orders and confirm delivery to site;
- General office duties within a busy office;
- Updating databases;
- Counting & Printing large drawings;
- Preparing Operation and Maintenance manuals.

Essential:

- AutoCAD experience ;
- Microsoft office skills;
- Ability to work well within strict deadlines;
- Excellent communication skills.

Desirable:

- A Third Level Qualification.