

Job Title: Draughtsperson (Detail and Design)

Reporting Structure:

The Draughtsperson shall report directly to the Design Manager.

Management Responsibility:

The post holder may be asked to supervise trainees and juniors including the provision of guidance, basic training and communicating best practice.

Main Duties:

- To work both independently and as part of a team.
- The post holder is also required to liaise with company personnel with regard to engineering specifications, drawing queries, design briefs, project engineering matters etc.
- Site Survey and measurements within the post holders sphere of experience and ability.
- Interpretation of structural civil and/or mechanical designs into working solutions.
- Preparation of detail and design drawings.
- Liaise with colleagues to determine engineering solutions to problems.
- Liaise with clients, their representatives, consultants, suppliers and sub-contractors in respect of the production of engineering drawings, specifications, work instructions and problem solving.
- Check colleague's drawings.

General Duties:

- The post holder is required to conduct themselves in accordance with their contract of employment and the company handbook.
- The post holder must to the best of their knowledge and experience carry out work in such a manner so not to endanger their own health and safety, that of their colleagues, the company's clients, the general public, our suppliers or the environment.
- The post holder shall do their utmost to protect and enhance the company's commercial and financial well being and reputation.
- The post holder may be required to be called upon to carry out other reasonable requests/duties for the company at the discretion of his or her line Manager.
- Engage in training, development and education in order to keep skills and knowledge current and to strive for continual improvement.
- This job description should not be regarded as exclusive or exhaustive. There shall be a requirement to carry out other duties which the Company believes are within your capability.

Expected Qualifications:

- Preferably HNC and/or NVQ 3 or equivalent
- Knowledge and experience of Auto CAD or similar package