

SYCAMORE

Job Description

CAD ENGINEER

Reports to

Design Engineer

Job Purpose

As a member of the Design team, the role is involved with projects, products and manufacturing design work and providing input in support of such designs. The undertaking of CAD to produce detailed and concise drawing packages.

Duties and Responsibilities

- Produce the requested design, piping & instrumentation and manufacturing drawings
- Generate solid models and engineering drawings from information supplied by project engineers
- Create bills of material
- Maintain the company drawing library and records
- Ensure work conforms to applicable specifications and standards
- Participate in design review meetings as requested
- Liaising with members of project and manufacturing teams, contractors, consultants, customers and suppliers as required
- Assist with drawing queries from project or manufacturing team
- Participate when requested and contribute to production planning and meetings
- Keep up to date technically and apply new technology to job

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Person Specification

Qualifications, knowledge, experience, skills and attributes.

Essential:

- Possess GCSE Grade C or above in English and Maths or an equivalent
- Accredited AutoCAD training course
- Relevant experience
- Excellent communication and people skills
- Good planning, administrative and organisational skills
- Ability to manage a number of tasks concurrently and meet deadlines
- Be hard working and conscientious
- The ability to work calmly under pressure
- Ability to work on own initiative, be self-motivated and work as part of a team without constant supervision
- Proficient in the use of CAD
- Exceptional attention to detail
- Good ICT skills, including use of MS package
- Understanding of relevant Health and Safety legislation
- Hold a valid driving licence

Desirable:

- Specific AutoCAD qualification
- Formal qualification in mechanical engineering
- Previous experience of working within food, drink and allied sectors
- Willingness to continue personal development

Flexible Job Duties Clause

There will be times when you may be required to undertake additional tasks, duties and responsibilities within your capabilities. The Company reserves the right to vary your tasks, duties and responsibilities at any time according to the needs of the Company. However, you will not be assigned to duties that you cannot reasonably perform or which are outside the range of your normal skills and experience. There may also be times when you may be asked to transfer, either temporarily or permanently, to an alternative job within the Company. Where this is agreed with you, it will be confirmed in writing.