

Job Description - CAD Technician:

Echem Consultants (e2chem.com), a woman owned company celebrating over 10 years in business, is seeking a CAD Technician to produce drawings in AutoCAD needed for visual reports. A successful candidate will need to be good at time management, proficient in AutoCAD and have a basic understanding of architectural and engineering terms.

Essential Duties and Responsibilities:

- Work closely with Project Managers to represent information and drawings in AutoCAD
- Generate layout drawings from sketches and specifications
- Amend existing drawings in AutoCAD
- Proofread and prepare designs to be sent to print
- Illustrate concepts by designing rough layout of art and copy, regarding arrangement, size, type size and style, and related aesthetic concepts
- May at times (minimal) need to go into the field to assist with surveying and gathering measurements

Education and Experience:

- Proficiency in AutoCAD highly preferred
- Background in architecture or engineering preferred
- Knowledge and Skills
- Ability to work with constructive criticism as well as adhere to deadlines
- Strong organization and prioritization skills
- Ability to work well in a fast-paced, collaborative environment
- Understanding of Microsoft office programs (Excel, Word, PowerPoint)
- Excellent communication skills: interpersonal, listening, oral and written
- Knowledgeable of standard drafting practices and procedures
- Able to work with minimal supervision and efficiently schedule and manage time
- Experience with Revit or Sketchup a plus

About:

Echem Consultants LLC is a material science consultancy whose primary focus is understanding material durability of the built environment. Our work includes diagnostics, analysis and repair of existing structures and advice on material selection, design and construction monitoring for new construction. Echem aims to assist owners, engineers, and architects on making durable choices for extending the life of structures. Echem Consultants is a Women Owned Business Enterprise (WBE), Disadvantaged Business Enterprise (DBE), and a Small Business Enterprise (SBE).