



CAD Designer/Drafter

Location: Katy, TX

Hours: Full-time

Education/Experience: Associate degree highly preferred, but not required with trade school completion or equivalent experience; minimum of two years hands-on experience with Autodesk or similar products

POSITION SUMMARY

If you're a CAD Designer or Drafter with hands-on experience with Autodesk or similar products and a strong desire to learn, you may have the perfect opportunity to grow at **FORGE**. In this position, you'll assist our multidisciplinary team with delivering turnkey equipment projects in the commercial construction and distribution industry.

ESSENTIAL DUTIES AND RESPONSIBILITIES

- Utilize Autodesk products to generate all CAD drawings
- Assist sales team with proposal conceptual layouts for MHE systems, including racking, conveyor, structures, and automation
- Create 3D drawings for proposals
- Generate various project drawing sets for general arrangement, customer approval, permits, and installation
- Develop fabrication drawings for custom parts and structural steel components
- Perform material takeoffs from drawings to generate Bills of Material (BOM) for proposal pricing and project material orders
- Communicate with external Engineer of Record (EOR) to obtain preliminary design verification and final stamped drawing and calculation packages
- Assist in obtaining and maintaining external vendor and supplier CAD block libraries

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- Work directly with external vendors and suppliers to identify and specify the equipment required to meet system requirements
- Utilize, maintain, and co-develop internal XWS CAD standards, templates, block libraries, and Standard Operating Procedures (SOP)
- Support Project Managers (PM) and Project Management Assistant (PMA) throughout the project process
- Travel occasionally to project sites to take measurements and verify dimensions or support the installation of the equipment
- Assist the project engineering team in research, scoping, estimating, and field data collection as needed
- Attend all design review meetings for assigned projects
- Provide QA/QC of drafting design deliverables in compliance with our drafting standards
- Check all preliminary facility and manufacturing drawings for the correct dimensions, and adherence to codes, policies, specifications, and standards required
- Determine the type and number of drawings required to provide a complete design package
- Communicate design options and recommend facility design improvements
- Select materials, fittings, wires, etc., within the confines of the job specifications, codes, and standards, as required
- Identify and specify the instrumentation and related items from process flow sheets, P&IDs, and piping drawing
- Provide technical assistance and direction to drafting personnel as required
- Reference technical handbooks, codes, and catalogs
- Perform other duties as assigned

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QUALIFICATIONS

- Associate degree highly preferred, but not required with trade school completion or equivalent experience
- Minimum of two years hands-on experience with Autodesk or similar products
- Excellent communication skills
- Understanding of basic project specifications and contract terms & conditions
- Ability to multitask and work on several projects concurrently
- Ability to read and understand engineering drawings
- Ability to travel as required to perform duties (minimal travel expected)
- High proficiency with computer skills, including email, MS Office, and MS Excel
- Background in municipal, industrial, and commercial based projects a plus
- Ability to read, write, and speak in English; ability to speak Spanish a plus
- Working knowledge of AutoCAD a plus
- Basic knowledge of bolted steel tanks a plus

If this sounds like the perfect role for you, please visit <https://forge-global.com/careers/> to submit your application.

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