



POSITION DESCRIPTION

POSITION TITLE: AutoCAD Technician

DEPARTMENT: Mechanical Engineering

POSITION SUMMARY

Under general direction, conceptualizes, designs, constructs, tests, implements, and documents control systems for conveyors, including Power and Free, Slat, Friction, and EMS.

ESSENTIAL DUTIES AND RESPONSIBILITIES

To perform the job successfully, the individual must be able to execute each essential duty satisfactorily. Other duties, assignments, and specific projects may be assigned at the discretion of management. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- Use computer-aided drafting equipment or conventional drafting stations, technical handbooks, tables, calculators, and traditional drafting tools, such as boards, pencils, protractors, and T-squares.
- Confer with engineering staff and other personnel to resolve problems.
- Drawmaster sketches to scale showing the relation of proposed installations to existing facilities and exact specifications and dimensions.
- Prepare and interpret specifications, calculating weights, volumes, and stress factors.

EDUCATION AND EXPERIENCE

- For some colleges, an associate's Degree is preferred.
- Proficient with AutoCAD, Microsoft Word, and Excel.
- Excellent analytical and problem-solving skills.