

CAD Drafter

Job Type: Full-time, Monday-Friday

Pay: \$15.00 - \$21.00 per hour, salary commensurate with experience and skills

Location: Montgomeryville, PA

Positions available: 2

We are seeking experienced digital drafters to join our organization. Our company has an exemplary reputation built on our record of providing excellent products, competitive pricing and outstanding customer service for the past 30+ years. We are employee-centric where people build careers because this is a great place to work! We are looking for outstanding individuals who are professional, responsible and perform at a consistently high level. An ideal candidate will have experience with Cabinet Vision, CAD design software or other design software programs, and will possess the following characteristics:

- Strong communication and listening skills
- Excellent organizational skills
- A great work ethic
- Willingness to grow and learn
- Meticulous attention to detail
- Desire to learn the intricacies of our business
- Ability to work both quickly and carefully
- Sense of urgency and good task prioritization

We Offer:

- A supportive, professional and pleasant work environment
- An attractive paid vacation, sick and personal time package
- A 401k plan with company contribution

Experience:

- Drafting (1 year preferred)
- AutoCAD (1 year preferred)
- CAD (1 year preferred)

Typical Tasks:

- Communicate with Designers to resolve questions regarding design specifications
- Create parts lists with a combination of CAD, Excel and MRP software
- Establish priorities and reorganize work based on flexible production schedule
- Coordinate with Production personnel to prioritize submissions
- Field and process impromptu parts requests

We are people-oriented, innovative and surround ourselves with good people. If you want to work in a supportive, communicative and collaborative environment, give us a call!

Send resumes Vice President of Engineering, Jerry Chandler jchandler@closetworksinc.com.