



CAD OPERATOR / DRAFTSMAN JOB DESCRIPTION

Prepare working plans and detail drawings from rough or detailed sketches, and notes for engineering and/or manufacturing purposes according to dimensional specifications. Uniformity of drawings is the key to the quality of the product. The CAD Operator / Draftsman responsibilities include:

- Create preliminary and/or final sketch of proposed drawing, using computer-assisted design (CAD) equipment.
- Modify drawings as directed by Design Department Manager or Project Manager.
- Print and assemble drawings.
- Prepare drawings to be mailed.
- Additional duties as assigned by the Design Department Manager of Bethlehem Construction, Inc.

I have read the above and agree to perform according to this Job Description.

Employee's Printed Name: _____

Employee's Signature

Date