



JOB DESCRIPTION

Job Title: CAD Design Draughtsperson

Location: Aberdeen

Purpose of Role\Job Summary:

Working as part of a multi disciplined team on an extensive range of vessels and offshore installations, the incumbent will be required to develop designs, either to meet specific customer requirements through the creation of AutoCAD design drawings and the creation or modification of designs.

Reporting and Key Relationships:

Reports To: Principal Engineer / Project Manager

Key Responsibilities in order of priority:

The duties of the position include but are not necessarily restricted to the following:

- Production of technically correct and dimensionally accurate designs using 3D (SOLIDWORKS) and 2D (AUTOCAD) CAD packages to meet company targets. These drawings may include but are not limited to production of layout drawings, manufacturing drawings, assembly drawings, sketches and schematics.
- Draughting of proposal drawings for inclusion in bid packages.
- To provide design ideas and solutions.
- Working as part of a project team to ensure the designs are produced in compliance with the contract specifications and that they are optimised in terms of cost, quality, manufacturability, delivery and function.
- To produce supporting and complete documentation and will be responsible for the electronic filing of drawings.
- Will adhere to the procedures stipulated in the Houlder Quality Management System and Quality Assurance procedures.
- Occasional vessel and site survey attendance as required.
- Any other duties as may be required from time to time by management.

Experience (essential):

- Several years' experience of 2D drafting and / or 3D drafting in the marine or Offshore sectors.
- Relevant experience, preferably in the offshore oil & gas industry.
- Desirable to have offshore survival, offshore survey experience and shipyard/construction experience.
- Experience of participating in teams of designers; monitoring work to ensure technical design, standards are attained, project targets and agreed schedules

are met and budgetary constraints are not exceeded.

Knowledge\Qualifications:

- Will be qualified to at least ONC/HNC level in an engineering discipline or will be "time served" through relevant experience in a similar role.
- Will have completed any relevant software training courses.
- Excellent structural steelwork design skills and fabrication experience are required.
- Fluent in English (spoken, written and reading).
- Able to reside in the UK.

IT Skills:

- Good working knowledge of AutoCAD is essential for this role and experience of SolidWorks, Inventor or similar 3D software would be advantageous.
- Good working knowledge of Microsoft Office products including Excel, Word

Competencies and Behaviours:

Attention to detail: Total task accomplishment through concern for all areas involved, no matter how small.

Planning & Organising: Ability to establish efficiently an appropriate course of action for self and/or others to accomplish a goal.

Problem analysis: Effectiveness in identifying problems, seeking pertinent data, recognising important information and identifying possible causes of problems.

Persuasive Oral Communications: Ability to express ideas or facts in a clear and persuasive manner, convincing others to own expressed point of view.

Written Communications: Ability to express ideas clearly in writing, in good grammatical form, in such a way as to be clearly understood.

Teamwork: Willingness to participate as a full member of a team of which he/she is not necessarily leader; effective contributor even when team is working on something of no direct personal interest.

Quality Standards: Setting of high goals or standards of performance for self, others and the Company. Dissatisfied with average performance. Enthusiastic and committed to delivering quality work.

Customer Service: Exceeding Client expectations by displaying a total commitment to identifying and providing solutions of the highest possible standards aimed at addressing client needs.

Job Specific Requirements

- Ability to travel to national and international locations as and when required for 1 to 2 weeks for offshore & onshore site surveys.

May 2013