

CAD Drafter

Summary:

Responsible for performing assigned tasks in a manner that supports any ongoing initiatives to standardize particular product lines.

Duties and Responsibilities:

- Design and develop CAD models, prototypes and perform testing in support of product design.
- Providing design outputs in CAD format, solving basic problems and documenting design changes that support daily operations.
- Being an active participant for assigned department and company projects.
- Identifying and suggesting ideas and processes that will help to improve the quality of the company's products with regard to fit, form, and function.
- Providing detailed, complete, and correct design output.
- Familiar with the intent and use of department procedures and maintaining design documents in accordance with procedures.
- Identify and suggest ideas that support the continuous improvement of department and company processes.
- Cost efficiency responsible to identify improvement ideas that will reduce the cost associated with the design, manufacture, and customer support of assigned products.
- Expected to take ownership of assigned tasks, work diligently to complete those tasks correctly and meet required due dates, and seek guidance on techniques to meet expectations when needed.
- Must be willing to work independently and plan time effectively, to maximize personal productivity, as much as possible.
- Inform their supervisor when time is available for new assignments or priority conflicts exist.
- Utilize CAD and product knowledge to support the Design Engineering group. The CAD drafter is responsible for creating 3D CAD models and 2D mechanical drawings as well as supporting product design through performing engineering change orders, product testing and general data collection.
- Knowledge Base Must strive to continually increase job-related knowledge of products, procedures, and processes. Knowledge Base Responsible for learning from department and company initiatives, researching related subjects, and as appropriate professional training and continuing education.



Interpersonal/Communication Skills

- Effective written and verbal communication skills
- Ability to manage multiple priorities
- Ability to work as a team member

Technical Skills

- Basic understanding of manufacturing processes
- Demonstrated ability to use various CAD packages
- Demonstrated ability to use common computer software packages

Professional & Educational Qualifications

- Minimum of 3 years CAD experience. CAD Certification is a plus.
- High school diploma or equivalent qualification.

Benefits to working with BETE:

A competitive benefits package that includes: 401(k) Retirement Savings Program (includes 25% company match), Health and Dental Insurance (after 30days), Flexible Spending Account and Dependent Care Spending Accounts, Life and AD&D Insurance(s), Employee Assistance Program, Company Paid Life Insurance, Vacation Time, Sick Time, Employee Referral Program, Tuition Reimbursement, Bi-Annual Discretionary Bonuses (June & December), 8 ½ paid holidays, On-site fitness facility, and All Employee Annual Fall Company Outing.

If you meet the requirements outlined throughout the position descriptions above and are interested in working for a well-established, successful, and progressive local area business, we would be delighted to hear from you.

To apply, simply click on the “Apply Now” tile on the Career Opportunities page; here you can submit your contact information and a cover letter/resume to our recruiting team. Or you can email a copy of your current cover letter/resume to our team at hr@bete.com someone will be in touch with you shortly thereafter.

We are an Equal Opportunity Employer. M/F/D/V