

Cad Specialist

ROBERT SMITH

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Objective

A dedicated architectural and electrical draftsman. Have designed and drafted residential and commercial construction plans. To pursue a career as a Cad Specialist.

Skills

AutoCAD, Architectural Drafting, Illustration, Rendering.

Work Experience

Cad Specialist

ABC Corporation - April 2003 - March 2004

- Maintained and updated existing CMC hospital CAD drawings and hard copy files.
- Supplied CAD files and hard copy prints to vendors for design projects.
- Created base drawings from completed construction drawings submitted by architectural and engineering firms for project closeout.
- Reviewed construction documents to verify the firms compliance with CHS CAD standards and against any markups.
- Updated drawing for Healthcare Systems.
- Updated drawing title block names and revision numbers.
- Modified drawing scales for plotting.

Cad Specialist

Delta Corporation - 2010 - 2011

- Created construction documents using AutoCAD for the remodeling department
- Created Cad sets for submittal.
- Provided technical expertise and guidance in the preparation of custom and lot-specific homes.
- Ensured that all AutoCad designs were in compliance with specifications.
- Updated and verified seating for all site employees with spreadsheet updates into dwg.
- Accurately depicted the database of drawings and instructed others as to the usage of our database software.
- Completed daily tasks of CAD production and QA from overseas vendors.

Education

Certificate in AutoCAD Drafting and Design - (Anson Technical Community College - Polkton, NC)