
AutoCAD Operator Resume

Job Objective

Seeking to obtain an AutoCAD Operator position with an organization where I can utilize my skills and be an asset to the employer.

Summary of Qualifications:

Certified CAD professional with outstanding experience of working in manufacturing environment
Proficient in computer software applications like MS Office & AutoCAD 2004
Proficient in reading and understanding Architectural, Electrical, Mechanical layouts and diagrams.
Excellent written and oral communication skills
Strong customer, interpersonal and organizational skills
Amazing ability to administer, reprioritize, and deal effectively with multiple tasks
Strong ability to follow directions given by supervisor to design drawings.

Work Experience:

AutoCAD Operator, May 2004 – Present
Cross River Design, Corning, AR Created, edited, and maintained engineering drawings utilizing AutoCAD 2002 and Solid Works.
Provided field work to assist with design, modification and installation of engineering projects.
Assisted engineers in daily work and design projects.
Generated two- and three-dimensional models and drawings.
Created hand sketches for the design specifications.
Ensured accuracy and best practices of the designed product for the organization. AutoCAD Operator, March 2002– April 2004
Lofton Staffing & Security, Corning, AR Drafted detailer Architectural and Structural Building plan.
Prepared AutoCAD base sheets for designers using combination of surveys (both electronic and hard copy) and field measured information.
Estimated HVAC, Plumbing, Electrical, Gas piping and fire protection.
Managed Computer aided designing for the clients.
Ensured quality work to meet organization's expectations.
Ensured quality standards are met while drafting and implementing new and redesigned products specifications.

Education:

Certificate in AutoCAD, Coastal Carolina University, South Carolina, SC

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