
CAD Operator Resume

Job Objective

To obtain a CAD Operator position in a company that provides an open environment with many opportunities for continuous growth.

Summary of Qualifications:

Certified CAD professional with accomplished Solid Works, 3D parametric modelling software and Micro Station software

Profound knowledge of space planning and interior design principles, facility & furniture systems, architectural methods and codes, industry standards and procedures

Proficient with Auto CAD, MS Word, and Excel, CAFM applications

Good collaboration, organization and communications skills

Amazing ability to easily manage multiple assignments simultaneously, and exhibit a strong customer service orientation

Remarkable ability to quickly learn and effectively utilize various facility management and document management software tools

Work Experience:

CAD Operator, May 2004 – Present

Tyco Thermal Control, Danbury, CT Ensured quality work, to meet organization's expectations.

Managed Computer aided designing for the clients

Estimated HVAC, Plumbing, Electrical, Gas piping and fire protection.

Prepared CAD base sheets for designers using combination of surveys (both electronic and hard copy) and field measured information.

Managed and controlled electric and instrument materials & inventory through the use of Maximo.

Drafted detailer Architectural and Structural Building plan. CAD Operator, March 2002– April 2004

GORDON, INC., Danbury, CT Ensured quality work, to meet organization's expectations

Designed and created specifications from concept to completion.

Generated two- and three-dimensional models and drawings using CAD software.

Assisted engineers in daily work and design projects.

Provided field work to assist with design, modification and installation of engineering projects.

Created, edited, and maintained engineering drawings utilizing CAD and Solid Works.

Education:

Certificate in CAD, Seattle Pacific University, Washington, WA

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