

## Job Overview:

### Trainee CAD Operator

<b>Job Title:</b> Trainee CAD Operator	<b>Location:</b> King's Cross, London	<b>Company:</b> Gratte Brothers Design & Coordination (GBD&C)
<b>Reporting to:</b> BIM/CAD Supervisor		<b>Responsible For:</b> CAD Duties

#### Job Purpose:

As a Trainee CAD operator, you will be a key part of the CAD team. You will have the opportunity to work closely with the wider CAD team along with Senior Managers with many years' experience in the industry. You will have the prospect to contribute to working on structural designs and preparing building services drawings.

#### Key Areas of Responsibility:

- To work within the CAD Team to prepare building services drawings for engineering and site operative use.
- To train under the guidance of an experienced Senior CAD operator and attend a relevant day release college course.
- To support the CAD Team and the BIM/CAD Manager.
- Attend CPD and offered training to gain experience and grow in ability.
- Undertaking CAD/Revit draughting tasks of varied scope and complexity in conjunction with a range of tasks assisting in the day-to-day office operations.
- You will be required to produce detailed drawings for a range of construction techniques to meet client requirements for projects.
- You will be encouraged to learn about all aspects of building services to further your career progression.
- The role may sometimes require works to be carried out on site.
- Preparation of layout drawings correctly and accurately.
- Office duties to assist in the smooth running of the department.
- The role may sometimes require works to be carried out on site.

- Ensure all activities are carried out in accordance with Company QA Design procedures.

*This is a broad overview of the position and does not encompass all aspects of the role.  
Gratte Brothers are an equal opportunities employer and welcome applications from all.*

**Knowledge & Experience:**

- Knowledge of CAD, combined with practical experience of using CAD.

**Attributes & Skills:**

- Working to engineer's requirements.
- Working within project deadlines / programmes to suit the Engineering activities.
- To be able to work with engineering marked up drawings and produce revised drawings in 2D and 3D formats.

**Qualifications:**

- A-Level EEE *or*, BTEC National Diploma MPP *or*, Access to HE qualifications with 45 Passes supported by substantial relevant work experience *or*, Equivalent level 3 qualifications worth 64 UCAS points supported by substantial relevant work experience.
- Level 3 qualifications must include Maths or Physics.
- Applicants must hold 5 GCSEs A-C including Maths and English or equivalent (reformed GCSEs grade 4 or above). On successful completion of the apprenticeship, individuals will have achieved Level 4 Engineering Council (EngTech). Training will be a combination of on the job and off the job.