



RAVELING COMPANIES, LLC

JOB DESCRIPTION

Job Title: Engineering Drafter

Summary:

Drafts detailed drawings and specifications used in manufacturing and repair of earth moving attachments.

Drafting and design engineers prepare digital drawings, diagrams or blueprints and/or models of various products to guide product makers personnel in the manufacture building process.

Essential Duties and Responsibilities. (Other duties may be assigned.)

Drafts detailed drawings and prepares them for manufacturing. Uses Solidworks to review rough sketches, specifications, and other engineering data.

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Competency:

Analytical - Synthesizes complex or diverse information; Collects and researches data; Uses intuition and experience to complement data.

Design - Translates concepts and information into images; Uses feedback to modify designs; Applies design principles; Demonstrates attention to detail.

Problem Solving - Identifies and resolves problems in a timely manner; Gathers and analyzes information skillfully; Develops alternative solutions.

Technical Skills - Strives to continuously build knowledge and skills.

Maintains confidentiality

Communication - Presents data effectively. Listens and gets clarification.

Cost Consciousness - Develops and implements cost saving measures.

Ethics - Treats people with respect; Keeps commitments; Works with integrity and ethically.

Organizational Support - Follows policies and procedures; Completes administrative tasks correctly and on time.

Adaptability - Adapts to changes in the work environment; Able to deal with frequent change, delays, or unexpected events.

Attendance/Punctuality - Is consistently at work and on time.

Dependability - Follows instructions, responds to management direction; Takes responsibility for own actions; Keeps commitments; Commits to long hours of work when necessary to reach goals.

Judgment - Includes appropriate people in decision-making process.

Planning/Organizing - Prioritizes and plans work activities; Uses time efficiently.

Quality - Demonstrates accuracy and thoroughness; Applies feedback to improve performance; Monitors own work to ensure quality.

Quantity - Completes work in timely manner.



RAVELING COMPANIES, LLC

Safety and Security - Observes safety and security procedures; Uses equipment and materials properly.

Qualifications:

Education/Experience:

Bachelor's degree (B. A.) from four-year college or university; or one to two years related experience and/or training; or equivalent combination of education and experience. Experience required, proficient use of Solidworks.

Language Ability:

Ability to read, analyze, and interpret general and technical business correspondence. Ability to write business correspondence. Ability to effectively present information and respond to questions.

Math Ability:

Ability to apply advanced mathematical concepts such as exponents, logarithms, quadratic equations, and permutations. Ability to apply mathematical operations to such tasks as frequency distribution, determination of test reliability and validity, analysis.

Reasoning Ability:

Ability to define problems, collect data, establish facts, and draw valid conclusions. Ability to interpret an extensive variety of technical instructions in mathematical or diagram form and deal with several abstract and concrete variables.

Computer Skills:

To perform this job successfully, an individual should have knowledge of Word Processing software; Spreadsheet software; Design software and Manufacturing software. Specific skill set with Solidworks software.

Certificates and Licenses:

Valid driver's license/acceptable driving record
Solidworks certification

Work Environment:

The noise level in the work environment is usually quiet.

Physical Demands:

Specific vision abilities required by this job include Close vision.

While performing the duties of this Job, the employee is regularly required to sit; use hands to finger, handle, or feel and talk or hear.