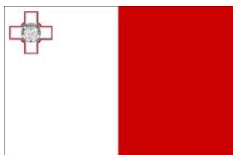


Job Description

Job Title	Draughtsperson
Department/Institute	Capital Projects
Reporting to	Head of Capital Projects
Main Objective	To support the Capital Projects team with the required services in all the assignments undertaken by the Capital Projects Department

1. Work from rough sketches and specifications created by engineers and architects.
2. Specify dimensions and materials for new products.
3. Prepare multiple versions of designs for review by engineers and architects.
4. Design plans using computer-aided design and drafting (CAD) software.
5. Work under the supervision of engineers or architects.
6. Draft and prepare layout architectural/structural/civil drawings of the given structures, components and devices.
7. Assist and coordinate with architects and engineers.
8. Prepare drawings (2D and 3D) and diagrams for electrical devices and installations.



Operational Programme I - European Structural and Investment Funds 2014-2020
"Fostering a competitive and sustainable economy to meet our challenges"
 Project part-financed by the European Regional and Development Fund
 Co-financing rate: 80% European Union; 20% National Funds



9. Calculate dimensions and allowances with accurate precision.
10. Compile data and specifications sheets.
11. Revise drawings and layouts to accommodate changes and enhancements.
12. Support the design department and contract managers with necessary drawings from concept to handover.
13. Create detailed CAD drawings for production.
14. Create detailed CAD drawing for on-site work.
15. Carry out site surveys, measurements of buildings and executed works.
16. Ensure that internal procedures are maintained and produce reports as required.
17. The list is not exhaustive and management may change tasks if and when required and according to the exigencies of MCAST and its subsidiaries.



Operational Programme I - European Structural and Investment Funds 2014-2020
"Fostering a competitive and sustainable economy to meet our challenges"
Project part-financed by the European Regional and Development Fund
Co-financing rate: 80% European Union; 20% National Funds

