

# Robert Smith

## *AutoCAD Draftsman*

### PERSONAL STATEMENT

A creative, results-oriented professional who values excellence, has high standards and effectively meets schedules. Seeking a Survey Manager position, with the intent of becoming a Registered Professional Land Surveyor within six months.

### WORK EXPERIENCE

#### **AutoCAD Draftsman**

**ABC Corporation - February 2005 - December 2009**

##### *Responsibilities:*

- Created alignment drawings, from survey data files, using Carlson 2004 software.
- Created deed sketches to add to survey data files from deeds.
- Survey Technician Created spreadsheet data files from survey data using Trimble software.
- Imported data from spreadsheet files into main model files and created linework from field notes.
- Created profile and easement drawings, from main model files.
- Surveyor in Training (SIT) Created certified easement drawings, Coordinated drafting and technician task for roadwork project and was responsible for overall quality of roadwork drawings for PK Land Partnership group.
- Created boundary survey drawings from field data.

#### **Draftsman**

**K&K Fabrication INC. - 2001 - 2005**

##### *Responsibilities:*

- Im currently in the estimating department, I filter through invitations and print drawings for bidding purposes.
- Also create shop drawings when time allows.
- When detailing, I go through all documents and help develop structural solutions to projects.
- Base my designs on code and the AISC standards.
- Ive learned a lot about structural design, and discovered Auto Cad Inventor.
- Skills Used Ive taken on a lot of responsibility and shown initiative in moving drawings in and out of the shop.
- Also proved to be a quick learner..

### Education

Masters in Information Technology - (American Intercontinental University - Atlanta, GA)

### **CONTACT DETAILS**

1737 Marshville Road,  
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(123)-456-7899  
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### **SKILLS**

Autocad, Excel, Word,  
Access, Access.

### **LANGUAGES**

English (Native)  
French (Professional)  
Spanish (Professional)

### **INTERESTS**

Climbing  
Snowboarding  
Cooking  
Reading

### **REFERENCES**

Reference - 1 (Company Name)  
Reference - 2 (Company Name)