

ROBERT SMITH

Tool Designer/Draftsman

Phone: (0123)-456-789 | Email: info@qwikresume.com | Website: Qwikresume.com

SUMMARY

I believe that I possess the skills necessary to excel in any Interior Design field and, coupled with my lifelong interest in design and computer-based graphics, I am certain that I am a fitting candidate for consideration. I have taken great strides in advancing my skills in the field of architectural and interior design and am confident in my ability to create innovative solutions in any environment.

CORE COMPETENCIES

AutoCAD, Microsoft office, CADWorx, Microsoft word, Microsoft excel, Microsoft PowerPoint, Microsoft excel.

PROFESSIONAL EXPERIENCE

Tool Designer/Draftsman

ABC Corporation - 1981 – 1983

Key Deliverables:

- Prepared detailed layouts of electrical equipment rooms, automation monitoring control rooms and outside distribution system.
- Layout of branch circuitry and preparing panel board indexes.
- Preparing various wiring diagrams and one line diagrams.
- Preparing sketches delineating various views as to installation methods.
- Updating drawings due to revisions and/or changes to contract.
- Research of Structural, Architectural and Mechanical drawings for details and direct contact with other trades to solve conflicts.
- Direct contact with field personnel to determine their layout requirements.

Draftsman

ABC Corporation - 1976 – 1981

Key Deliverables:

- Hand drafted working drawings with ink from mark-ups for residential, multi-family, commercial and medical projects.
- Worked with Building Departments to obtain permits, including processing of Site Plan Reviews, Conditional Use permits, submittal of plans for plan check, meeting with City staff for back check, and obtaining permits.
- Performed site surveys to establish existing conditions.
- Provided clarifications to contractors as needed.
- Interpret building code and apply them to working drawings.
- Interpret engineers calculations and create plans and details based on them.
- Began as an entry level draftsman and advanced to doing complete sets of working drawings with minimal input from Architect..

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EDUCATION

Bachelor of Science in Geology - 1980(University of Tennessee at Chattanooga - Chattanooga, TN)

