

## CAD DESIGNER

### Summary

Seeking a position with a respected company that will allow me to contribute to their success while working in a cohesive environment. I'm a highly dependable and motivated Software Engineer. Enthusiastic team player that is dedicated to streamlining processes and efficiently resolving project issues. Bringing more than 7 years of experience in the AutoCAD and GIS Mapping industry.

### Highlights

- Certified AutoCAD Designer
- Project Management
- Land Desk, Civil 3D and GPS
- Proficient in Microsoft Office Suite
- Certified GIS Technician
- Detailed Estimator
- Proficient in ESRI, SAP and Microstation
- Adobe Photoshop, Illustrator and InDesign

### Professional Value Offered

- Very successful at obtaining required permits at the City, County and State levels by building and maintaining a professional relationship with officials.
- Community involvement that included but not limited to, speaking to different levels of school children for career development.
- Served as United Way Loaned Executive.

### Experience

CAD Designer , 08/2008 to 04/2015 Company Name - City , State

- Civil Design experience in erosion control
- Site work which included gathering measurements, grading and development.
- Draw/Design in CAD (Pro-e/CREO, AutoCAD & MicroStation)
- Put together job folders (print and fold drawings & create Production Document Release (PDR)
- Review accuracy of drawings.
- Mapped Production to support a vast array of project types including: Cast iron replacement projects, system editing and inputting, QA/QC ARC GIS entry.
- Daily performance of SAP data entry.
- Routinely participated in utility meetings with City Officials.
- Drew Blue Prints to obtain City, County and State permits.
- Performed routine CAD and GIS related data maintenance tasks utilizing AutoCAD and ESRI based applications.
- Performed regular quality control checks of GIS Data and non-spatial databases with minimal supervision to ensure data integrity.
- Assisted with the design of complex layouts and drawings from general written or verbal specifications from project team.
- Prepared plan, section and detail design drawings for facilities.
- Troubleshooting client issues with both GIS software, data and user techniques.
- Trained employees on product operations, functionality and usage Collected field data (GPS).
- Created and update GIS data layers.

Laser Machine Operator , 10/2006 to 07/2008 Company Name - City , State

- Drew and edited parts using Auto CAD Performed typical laser cutting and welding operations Selected proper cutting and welding programs, and proper fixtures Established proper stop location, adjust laser beam focal point Made proper set-ups for cutting and welding operations Performed prescribed maintenance as required Performed all dimensional inspections Detected and reported defective materials or questionable conditions to the department supervisor.

## Education

Associate of Science : Computer Science Business Administration , 2008 Virginia College - City ,  
State Computer Science Business Administration

Troy University - City , State

## Certifications

Project management Certified GIS Technician Certified Auto CAD Designer Detailed Estimator

Land desk, Civil 3

## Professional Affiliations

- Very successful at obtaining required permits at the City, County and State levels by building and maintaining a professional relationship with officials.
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## Skills

3D, Adobe Photoshop, Auto CAD, AutoCAD, CAD, client, data entry,databases, editing, ESRI, GIS, GPS, Illustrator, InDesign, laser, materials, meetings, Microsoft Office Suite, Microstation, Project management, QA, quality control, SAP, supervisor, supervision, Technician, Troubleshooting, welding, written