



## CAD Co-ordinator/Operator x1 Birmingham

**EMCOR in the UK is one of the most experienced specialist mechanical and electrical engineering and facilities services companies, with more than 100 years of experience.**

**EMCOR provides a total life cycle of care for a facility, including the design, build and installation of mechanical and electrical systems, then the ongoing maintenance of these services and the provision of integrated facilities management.**

As a CAD Co-ordinator/Operator you will be planning and co-ordinating drawing work to meet cost and programme considerations. To provide drawings and ensuring they comply with the Company Quality Assurance, Technical, Client & Commissioning Standards. Liaising with other internal departments and ensuring deadlines are met. To administer, as requested, various systems within the office i.e. Specialist Software including AutoCAD 2010, technical library and computer hardware etc. In liaison with the Contract Manager/Project Manager to arrange appointment of external resource where appropriate for specific projects, ensuring that scope of work is clearly defined and submissions meet the client and project requirements.

The Successful candidate will be qualified to NC/HNC level or equivalent in Building Services or a related discipline and have relevant proven CAD experience and be fully conversant with use of AutoCAD 2010 experience of 3D CAD is desirable

*In exchange for relevant experience and commitment to our business, we offer an attractive remuneration package including Company Pension & Medical Health cover.*

**All internal Applicants must inform their relevant HR Department as well as their Line Manager before applying.**

Applications to: Marie Bates, EMCOR Engineering Services, 266-268 Stratford Road, Shirley, Solihull, B90 3AD e-mail: [marie.batess@emcoruk.com](mailto:marie.batess@emcoruk.com)

**EMCOR Engineering Services is an Equal Opportunities Employer**

**Closing date:  
Friday 4<sup>th</sup> June 2010**

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