



**Gulf Coast Modification, L.P.**  
**22806 Northwest Lake Dr.**  
**Houston, Texas 77095**  
**Tel: (713) 896-3000**  
**Fax: (713) 896-0683**

**Position: Computer Aided Design (CAD) Technician**

**Reports To: QA Manager**

### **Overview**

The CAD Technician is responsible for the complete delivery of drawings and/or drawing packages necessary for the production of products or those which may be requested by Gulf Cost Modification Customers.

The position requires accurate preparation of detailed component, complete assembly, and proposed final product drawings required for the support of production needs or approval requests by external parties.

The employee should actively participate in the planning, managing, and execution of assigned tasks or projects to ensure timely completion of all activities.

It would be required for the CAD Technician to interface and productively coordinate with Sales, Production, and Quality personnel to complete drawings which meet GCM and Customer requirements accurately and on-time.

This role will require the review and understanding of technical design requirements, the ability to identify necessary information, experience with measurement equipment, and the skills necessary to appropriately execute accurate deliverable drawings.

### **Responsibilities**

- Produce CAD & 3D drawings of valve components, assemblies, and design packages
- Prepare high-level design packages to support production and Customer needs
- Manage the control of documents produced according to Company policy
- Complete assignments within established timelines
- Manage the proper creation, retention, revision, and release of controlled documents internally and externally of the Company
- Understand and interpret industry terminology (ASME, ASTM, API, etc...)
- Properly communicate information and requirements through available information through the generation of CAD or 3D drawings

**Knowledge, Skills and Abilities**

- Proficiency with AutoCAD and 3D (Fusion 360) software
- Understanding the fundamentals and application of ANSI Y14.5M
- Proficiency with MS Word, Excel, and Adobe
- Good communication and interpersonal skills
- Strong self-motivation, willingness to learn, and work ethic
- Strong aptitude for mathematics and measurement equipment
- Experience with pipe, valves, fittings, or other pressure vessels preferred
- Problem solving and technical assessment skills
- Ability to work as a team across various departments
- Strong attention to detail
- Organized and multi-task oriented
- Ability to work safely according to the Company's handbook and/or Safety Manual
- Knowledge or understanding of material grades and/or ASTM specifications
- Knowledge or understanding of industry standards (ASME, API, ISO, etc.)

**Education and Qualifications**

- High School or GED required
- Technical drafting training/certification/trade school required
- Write and speak English (bilingual in Spanish preferred)
- Valid driver's license