



Floor Plan & 3D Designer

Summary:

Blaine Event Services is a General Service Contractor who serves customers in the exhibition and convention industries as well as special events. We are looking to add a resource to our Facility Planning Department. This department is responsible for producing complete floor plan drawings as well as individual area and custom booth drawings, both of which are created based on client-defined specifications. Either type of drawing may be delivered at varying levels of detail to internal Blaine team members as well as external users. Success in this role will depend largely on familiarity with AutoCAD as well as experience in a fast-paced office with a high frequency of specification change and the ability to successfully meet tight deadlines and is always looking for new professional challenges and above all is a team player.

We are seeking an experienced drafter that has a solid working knowledge of using AutoCAD software and can easily produce floor plan type drawings in 2D. Additional familiarity with using AutoCAD to produce 3D drawings is preferred, but not required as this could be an opportunity for future growth.

Key competencies must include:

- Ability to partner closely with colleagues to understand client specifics in order to produce drawings that are in line with preset expectations. Various teams include; Sales, Account Management, Project Managers, Operations Team or Graphics Team
- Can manage work with limited direction. Receives design criticism well
- Possesses efficient time management skills and the ability to manage multiple projects simultaneously
- Displays passion for this field of work challenge yourself and peers and always contribute to promoting the company image
- Able to multi-task and remains effective under tight deadlines
- Maintain awareness of multiple projects and their respective status simultaneously
- Excellent verbal and written communication skills

Highly desirable competencies:

- AutoCAD Certification
- Understanding of ADA and Fire Marshal Regulations
- Architecture, structural building knowledge or background
- Understanding of building materials and general guidelines
- Knowledge of Octanorm & BeMatrix is a plus
- Knowledge of International Association of Exhibitions and Events (IAEE) regulations



Qualifications Required:

- Able to demonstrate proficiency in the use of AutoCAD 2010 or higher
- 3+ years of experience in Detailing and/or Drafting
- Is able to produce 2D drawings using AutoCAD and can easily navigate through the software and has some experience or exposure to 3D discipline
- 4+ years of experience in regularly using Microsoft Office Suite, specifically, Excel, Word, Outlook
- High School diploma or GED
- Some course work in CAD drafting creation and design
- Physical requirements;
 - Ability to lift up to 25 pounds
 - Complete finger dexterity in order to operate mouse, keyboard and other related equipment

Duties:

- Fire Marshal submittal process with varying applicable agencies (depending on event location)
- Floor plan creation using AutoCAD
- Modify Standard drawings with new specifications using AutoCAD
- Draw modular designs from scratch using AutoCAD and other ancillary software tools
- Other duties as assigned