

### **1) Job Title**

**Revit/CAD Drafter**

### **2) Firm Name**

**Lupine Properties**

### **3) Location**

**Covina, Ca**

### **4) Firm Profile**

**Lupine Properties located Covina, Ca is a construction and property management company that also provides real estate and facilities maintenance services to public charter schools.**

### **5) Salary Range**

**\$17.00-24.00 per hour**

### **6) Job Description**

#### **General Summary:**

Our Client, Lupine Properties is seeking a Revit/CAD Drafter who can draft detailed drawings/models for new and existing centers including, but not limited to, floor, site and elevation plans. The plans should be detailed yet simple enough for anyone to understand. The goal of this position is to help our company keep a record of the layout for existing centers and create construction documents for upcoming projects.

#### **Essential Functions include, but are not limited to the following:\***

- Create, modify and manage technical drawings and/or models for existing centers and proposed centers using Revit/AutoCAD. Ideally, the candidate would produce fully working and accurate 3D models of the space.
- Experience producing a full professional set of construction documents including layout, material takeoffs and schedules.
- Utilize strong conceptual thinking working with designers, engineers, and supervisors to produce accurate working drawings/models from rough sketches/drafts or verbal instruction.

· Other duties as assigned.

Job Type: Full-time and part time positions available

## **7) Job Requirements**

### **Knowledge, Skills and Abilities Required:**

- Revit/AutoCAD Experience is a **MUST**
- Experience with Microsoft Office Suite, and Adobe Acrobat Pro.
- Knowledge and practical application of geometry and trigonometry
- Familiarity with construction procedures, documents and phases.

### **Education and Experience:**

- Revit/AutoCAD certification or Technical degree **preferred**
- 2-3 Years' experience as a drafter **preferred but not required**

## **8) Contact Information**

**Thomas Jagielski**  
**Recruiter with 9 Dot HR Solutions**

To apply for this position, please go to: <https://careers-9dot.icims.com/jobs/1330/revit-cad-drafter/job?mode=view> and follow the application process.

Should you have any questions, please call me at 626-807-9237. Thank you!