

Job Specification

Position	Tekla Detailer
Reporting to	Technical Director
Purpose of Role	To produce fabrication drawings, call-offs & mark-up drawings in Autocad & Tekla from the approved general arrangement drawings.
Key Responsibilities	<ul style="list-style-type: none"> • Be able to refer to and correctly interpret the general arrangement drawings, specifications, details, etc. • Be commercially aware and able to recognise any changes to the contract brief during the progression of the works and immediately notify the Contracts Manager of these changes. • Produce fabrication drawings and mark-up drawings that are clear and concise and that present the structural steelwork details of the contract in a manner that can be easily understood by all those that are presented with them for their use or reference. • Ensure that all work is carried out in conformance with the company standard procedures and all relevant legislation as applicable at the time. • Any changes done during detailing must be updated on the general arrangement drawing in Autocad and the designer / salesperson to be informed. • Be prepared to be involved in all design activities including assisting other members of the team with their works if a situation arises that necessitates this action. • Carry out investigations to determine the reasons for errors that are reported back on-Site Non-Conformance reports via the Site Supervisor. • To ensure that at the end of each project that the Tekla cost line is imported into M-Net. • Be aware of the company H.S.E. system procedures, policy, and

	objectives
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Person Specification

Essential	Desirable
Education and Training <ul style="list-style-type: none"> Professional training or qualification within an Engineering discipline Good GSCE grades in English and Maths 	
Experience and Skills <ul style="list-style-type: none"> Candidates should have at least 5 years' experience of architectural / structural steel drawing Experience using Autocad, Tekla, Experience of architectural / structural steel drawings Knowledge and experience of the technical elements of steel fabrication and installation. Ability to undertake a reasonable level of technical calculations. Possess a good level of IT skills, be literate and adequately numerate to undertake a reasonable level of technical calculations. 	
Personality and Motivation <ul style="list-style-type: none"> Focused and diligent Work systematically to ensure completion of tasks to meet deadlines and client's expectations 	
Communication & language skills <ul style="list-style-type: none"> Communicate effectively both in writing and verbally Represent the company well 	
Other requirements <ul style="list-style-type: none"> Current driving licence and suitable vehicle 	