

## Detailer

### The Position

Are you looking to join a fast-growing team that works with the world's most exciting brands? ProExhibits and ProGlobalEvents is hiring a Detailer to join our award-winning team.

AutoCAD Drafter is responsible for providing support in the creation of technical drawings and plans for building and manufacturing exhibit events and tradeshow booths. This position uses AutoCAD to provide support with preparing layout, drawings, and diagrams. This position requires the individual to manage multiple projects simultaneously and work both independently and with team members. The ideal candidate is a fast-paced individual who can thrive in a busy work environment.

### Responsibilities:

- Uses AutoCAD to develop designs and create/revise production drawings (details and assembly).
- Detail small to large projects.
- Works closely with Project Managers and Account Managers to set-up and manage contract and construction drawings.
- Can detail any size project with speed and accuracy.
- Must be able to perform at a high level to maintain project schedules.
- Performs project support tasks to ensure project delivery on time, on budget and in scope.
- Must be able to take a project from start to finish.
- Stay current on AutoCAD technology, software, and methods; keep appropriate staff informed of new developments.

### Qualifications:

- Associate Degree (A.A.) from a two year college or technical school; or three to five years related experience and/or training; or equivalent combination of education and experience.
- Construction background helpful.
- Must be able to prioritize, manage multiple projects, and problem solve.
- Excellent verbal and written communication skills.
- Excellent organizational skills.
- Microsoft Office Suite proficient.
- Experience using AutoCAD (version 11 or 12), proficient in 3D modeling, knowledge of cabinet and metal fabrication preferred.
- Exhibit industry experience is preferred.

ProExhibits offers a fast paced fun work environment with an incredibly diverse range of products and clients. We are an energetic and creative bunch and have high expectations for all of our employees. In addition to being fun to work with, we offer the following:

### Benefits:

- Competitive compensation
- Experience working on nationally recognized brands
- Work within a high-functioning and inspiring workplace atmosphere
- Onsite Gym and recreation room
- Medical, dental, vision
- 401K
- Paid PTO

Please submit your resume to [Recruiter@ProExhibits.com](mailto:Recruiter@ProExhibits.com) to be considered for this role.

