

Job title:	Apprentice CAD Draughtsperson
Company:	Graham Heath Construction Ltd
Salary:	Negotiable depending on experience
Hours of work:	Full-time (one day per week in college)
Location:	Graham Heath Construction Ltd, The Old Creamery, Wrenbury Industrial Estate, Station Road, Wrenbury, Cheshire, CW5 8EX

Due to the continued success of Graham Heath Construction and the brilliant results of our previous two Apprentice Intakes, an exciting opportunity has arisen. We're recruiting for our 3rd Apprentice CAD Draughtsperson to join our team in Wrenbury near Nantwich. This is a fantastic opportunity for an enthusiastic, reliable and committed individual who wants to be part of a progressive company with a growing national presence.

Key responsibilities include:

- Assisting with the production of CAD foundation and planning drawings.
- Assisting with the production of working drawings for building fabrication and erection.
- Scheduling and participating in site visits.
- Meeting agreed deadlines.
- Problem solving.
- Assisting with the development of design projects.
- Completing basic office administration duties.
- Liaising with senior employees and clients.
- Ensuring that all health and safety policies are adhered to always.

Desired skills:

- Strong IT skills.
- An interest in steel framed buildings and associated materials.
- Desire to learn technical design software packages such as CAD.
- Good numeracy skills.

Personal qualities:

- Professional attitude and approach to work.
- Excellent attention to detail.
- Excellent customer service skills.
- Highly organised.
- Good verbal and written communication skills.
- Good problem-solving skills and the ability to manage conflict.
- Punctual.
- Friendly personality with the ability to work as part of a team and also using own initiative.

Qualifications required

- Grade A*- C (or equivalent) in Maths, English Language and Science.

Items to consider:

- This is an office-based position. You will be required to use a computer for the majority of the working day.
- You may be required to attend meetings and site visits with clients and contractors.

- You will be required to use various methods of communication, including telephone and email.
- You will be required to remain with Graham Heath Construction for the duration of your apprenticeship in order to successfully complete the training course.
- Due to location, access to your own vehicle would be ideal. However, we are a short 5 minute walk from Wrenbury Train Station.

This is a full-time position that offers a competitive salary and benefits package. Our office hours are 8am – 5pm Monday to Friday. However, one day per week you will be expected to be in College.

To Apply

This is an exciting opportunity and if you have the relevant skills and experience please apply now.

To apply send your CV to paul@gh-construction.co.uk