



## CAD Technician

Department: Engineering  
Reports to: Head of Product  
Location: Port Orchard, WA  
Experience: 1 to 3 years  
Job Type: Full Time (exempt)  
Education: Associates Degree or Technical Trade School Equivalent  
Travel: Up to 10%

### About Us

Tournesol Siteworks is a national manufacturer of landscape products for green buildings based in the San Francisco Bay Area. We're a growing company, with manufacturing facilities in California, Washington and Texas, working on environmentally-conscious commercial construction projects across the U.S and Canada. We're a tight-knit group looking for a real team player.

### About the Team

The Engineering Team is currently seeking a CAD Technician to work at one of our manufacturing locations. The Engineering team is composed of members with varied but complimentary experience, qualifications, and skills and is responsible for the design, engineering, analysis, and documentation of products, systems, structures, materials, and projects, small and simple to large and complex that fulfill objectives and requirements.

### About the Role

As a CAD Technician, you'll work under the direction of engineering management as part of a multi-functional team in support of engineering group efforts and directives. Focus will be on standard products, sustaining and new product development, and on custom projects with our Customworks group through 3D and 2D prototyping and documentation following team member instructions for developing a design, working with computer models, and detailing necessary information for production and customers. You'll have a direct hand in accomplishing our #1 goal – a successful project in every way.

### Essential Duties and Responsibilities

CAD Technician is a classification in the Engineering department. Incumbents in this classification perform engineering-related assignments on a wide range of projects of a simple to complex nature by performing 3D and 2D CAD operations at the direction of Management or Engineering staff. Essential and other important responsibilities and duties may include, but are not limited to, the following:

- Prepares digital 3D database design representation of products, 2D documentation for manufacturing and customer information and work on specific assignments from supervisor or other engineering personnel.
- Revise and update existing databases and documentation to reflect design changes upon the direction of senior engineering staff.
- Performs some design work including researching data and determining design criteria in accordance with project objectives and product requirements. Create written and pictorial test and assembly procedures and may include building prototypes and testing designs.
- Prepares project documents for design review sometimes including technical specifications with cost estimates and development timelines.
- Review and check engineering drawings, for completeness, soundness and accuracy.
- Communicate in a clear, timely and professional manner with departmental and company personnel.
- Prepare Engineering change orders as necessary; obtain information and documents as required from inter-departments or outside agencies for projects. Provide test support throughout the product life, as required..
- Implement use of new technologies, cost saving techniques/materials, and improved manufacturing practices where applicable.

Tournesol Siteworks provides equal employment opportunities to all employees and applicants for employment without regard to race, color, religion, marital status, age, national origin, ancestry, physical or mental disability, medical condition, pregnancy, genetic information, gender, sexual orientation, gender identity or expression, or veteran status. In addition to federal law requirements, Tournesol Siteworks complies with applicable state and local laws governing nondiscrimination in employment in every location in which the company has facilities.



- Perform the duties of other Engineering personnel on a relief basis including performing related duties and responsibilities as required.
- Continuously identify, recommend and/or undertake activities and methods to make positive contributions to the company goals and initiatives as is within the scope of Engineering and other departments at Tournesol Siteworks.

### **Necessary Skills**

- Associate degree or completion of a technical trade school in CAD, drafting or related field (certificate in 2D and 3D Computer Aided Design).
- Detailed grasp of engineering drawing and principles and demonstrate successful operation of assigned equipment and computer software and hardware, including computer-aided design tools (Solidworks) while demonstrating accuracy and attention to detail.
- An understanding of the qualities of various materials (fiberglass, concrete, metal, wood) is desired along with an appreciation of manufacturing processes and some construction methods.
- Good math and analytical skills and able to visualize designs in 3D.
- Work effectively with others, be flexible in work assignments, and assimilate and understand information in a manner consistent with the essential functions. Must be able to accept and work in a dynamic product development environment where the need to attend to multiple projects and adapt to changing demands in a timely manner is essential.
- Have some mechanical or manufacturing engineering curriculum or training.
- Have strong problem-solving skills and a desire to come up with practical solutions.
- Skilled in PC usage and associated software including Microsoft Office.
- Use excellent interpersonal and communication skills, both oral and written.
- Work with minimal supervision, efficiently schedule and manage time, and meet deadlines.
- Capacity to encourage good performance, to coordinate and monitor the work of others, and to delegate appropriate responsibility for work assignments.
- "Hands on" mechanical aptitude working with basic hand and power tools.

### **Benefits**

- Competitive salary
- Paid time off
- Paid holidays
- Medical, dental, vision, disability and life insurance
- 401k with employer match



**Physical Demands**

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions unless accommodation would cause undue hardship to the business. While performing the duties of this job, the employee is regularly required to:

	Physical Demands																	
	Lift/Carry				Push/Pull				Bend									
Frequency	< 10 lbs	11-20 lbs	26-40 lbs	41-100 lbs	< 12 lbs	13-25 lbs	26-40 lbs	41-100 lbs	Squat/kneel	Sit	Walk	Stand	Climb	Crawl	Reach above shoulder	Handling / Fingering	Twist/Turn	Keyboard
Occasionally		X													X	X	X	
Frequently											X	X						
Constantly										X								X

Occasionally – Activity or condition exists 1/3 of the time

Frequently – Activity or condition exists from 1/3 to 2/3 of the time

Constantly – Activity or condition exists 2/3 or more of the time

“Frequently” or “Constantly” are ESSENTIAL elements, or demands occurring in the job since they exist, in general, more than half of the time.

Physical demands which are designated “Occasional” may be considered essential depending on other conditions.

**To Apply**

Submit your resume and salary requirements to [jobs@tournesol.com](mailto:jobs@tournesol.com)

Please do not submit more than once. We’ll do our best to respond within 3-5 business days to candidates being considered for the position. After a preliminary phone interview, you may be scheduled for an in-person interview. For more information visit [www.tournesol.com](http://www.tournesol.com) or follow us on Instagram and Facebook.