

CEDAR RIDGE DESIGNS INC. – ARCHITECTURAL TECHNICIAN

Cedar Ridge Designs Inc. supplies architectural millwork to architects, the construction industry, interior designers and individual commercial/residential clients. We specialize in custom millwork and cabinetry for residential, retail, corporate, and restaurant projects, and we have an exciting opportunity available for an experienced CAD/Cabinet Vision Technician to aid the primary CNC technician for manufacturing cabinets, creating shop drawings, and purchasing and receiving for custom millwork projects.

Cedar Ridge is located just outside the beautiful town of Maxville, Ontario, which is 45 minutes east of Ottawa. It is a perfect commuting distance, with minimal traffic and free parking. We have a proven track record providing superior quality, custom millwork throughout Eastern Ontario, including Ottawa, since 2004, and continue to grow.

Your duties will include:

- Converting architectural designs to shop drawings
- Preparing libraries and standards in Cabinet Vision
- Produce Bills of Materials and crate packages.
- Making changes to drawings during production
- Ordering shop/client materials
- Staying up to date with new Auto-CAD and other relevant software trends
- Coming up with creative solutions
- Other responsibilities as assigned by General Manager or Architectural Tech.

You will bring:

- Experience in millwork and custom cabinetry. Applicants with this experience are preferred.
- Creative thinking and problem solving skills.
- Ability to work independently and in a team environment
- Great multi-tasker
- Excellent knowledge of Microsoft Office Suite
- 1 -3 years' experience with Cabinet Vision and other industry drafting software
- Detail oriented and organized
- Strong written and oral communication skills (English)
- Ability to read, analyze and interpret architectural millwork drawings
- Knowledge of millwork materials
- Time management skills, with attention to detail
- Able to work under pressure and ensure quality and timely completion of projects

We provide a team atmosphere that fosters growth and critical thinking. Competitive compensation and a comprehensive benefit package await the right candidate.

Job Type: Full-time, permanent
Schedule: Day shift
Experience: Cabinet Vision – 1 – 3 years

Please submit your resume via email or fax to 613-527-1600. You can also drop it off in person at 18331 Kenyon Concession Road #8, Maxville, Ontario. We thank all applicants for their interest, however, only those selected for an interview will be contacted. To learn more about our company, please visit:
www.cedarridgedesigns.ca.