

AUTOCAD PROJECT MANAGER

About Clarity Homes:

At Clarity Homes, we place a great deal of importance on creating the best team possible. We hire motivated people and help them to perform their jobs superbly by creating an atmosphere where they can be guided by our passionately held goals and principles. It is our belief that our team members are our most valuable asset. Clarity Homes makes the difference for our customers by creating beautiful, affordable, and exceptional homes that stand out in any community.

Position Description:

Clarity Homes is seeking an AutoCAD Project Manager to join our growing team. You will be responsible for architecturally designing, changing, reviewing, bettering, and adding to the Clarity Homes plan collection.

Essential Duties and Responsibilities:

- Maintain and revise plan sets for community and lot requirements
- Create and implement new designs
- Draw plot plans for all new home starts
- Verify take-off changes sent in from field
- Responsible for material takeoffs
- Be update-to-date on the latest design trends
- Create new and updated plans & elevations
- Keep up with city codes
- Complete redline revisions to plans & check for accuracy
- Maintain and organize master plan architectural files
- Coordinate designs on new and existing plans: engineering, HVAC, electrical, plumbing and landscape
- Create floor plan handouts

Required Qualifications/Skillset:

- College Degree
- Must have experience in drawing residential plans
- Organized and detailed with the ability to multi-task effectively with both accuracy and follow through
- Responsible with a strong work ethic, integrity, and reliability
- Logical decision-making abilities
- Professional, approachable, and a team player
- Proficient in AutoCAD computer program
- Ability to work well under pressure and meet deadlines

Job type: Full-time Monday-Friday