

# CITY THEATRICAL

NEW YORK • LONDON

## Job Description

Posted: October 2022

**Job Title: Mechanical Draftsman**  
**Reports to: Head of Engineering**

**Department: Engineering**

### Purpose:

Create a steady source of high margin new product and custom product designs to support the company's sales and profit goals. Primary responsibilities:

- New Product Mechanical Engineering
- Custom Lighting Accessory Product Mechanical Engineering

### Primary Responsibilities:

- Assist Manufacturing in bringing Custom Products from quote to production.
- Assist Engineering in bringing NPD products to production.
- Ability to do precision metal designs for NPD and Custom products.
- Ability to do Injection and cast molded designs for NPD and Custom products
- Produce prototypes/samples and bring designs to production.
- Responsible for designing, creating and editing drawings in Solid Works
- Create proper work instructions to the production floor.
- Follow up with Manufacturing to ensure quality is met for all designs.

### Other Responsibilities:

- Support Engineering in all aspects.
- Review work instructions and routings for accuracy.
- Any other tasks to support Engineering as required.

### Knowledge, Skills and Abilities

- Experience with Solid Works and Fabriwin a plus.
- Knowledge in precision metal fabrication, assembly practices, tools and fixtures.
- Familiarity with Laser, Stamping, punching, riveting & other machinery found in a machine shop.
- Familiarity with the manufacturing environment of a machine shop.
- Attention to details, organized.
- Ability to meet deadlines.
- Possesses a hands-on approach and able to operate within a diverse culture.
- Knowledge of ERP Systems. Experience with SYSPRO a plus.
- Proficient in the use of Microsoft Office.

### Education:

- Certification in Production and Inventory Management desirable.
- Engineering degree desirable.

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To apply, send your cover letter and resume to: [info@citytheatrical.com](mailto:info@citytheatrical.com)

**Mechanical Draftsman**

**Approval:**

HR Manager: \_\_\_\_\_

Head of Engineering: \_\_\_\_\_

President: \_\_\_\_\_