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## **2D/3D Draughtsperson – Structural Steel**

### **The Role:**

Working within a small fabrications office team, specialising in the design, manufacture and installation of structural steelwork to the wastewater, energy, and transport sectors. Assisting the office team by producing general arrangement and detailed fabrication drawings. Undertaking site surveys and producing provisional drawings and BOMS to enable the estimating team, providing accurate quotations to clients in a timely manner.

### **Key Responsibilities:**

#### **Drawing**

- Liaise with the customer on all technical queries to ensure drawings are provided to the correct specification and within agreed timescales.
- Attend project meetings with designers and customers, in person or online.
- Send technical queries to customers.
- Produce accurate GA drawings for client approval.
- Produce detailed fabrication drawings for the operational team, including all necessary BSEN 1090 welding detail/symbols and material specifications.
- Undertake site surveys above and below ground level.
- Produce drawings utilizing modular principles where practical.
- Support the office team by producing design drawings and BOMS as required.
- Liaise with Barhale design team or external engineering teams.
- Produce works packs for each project to the operational team.
- Ensure drawings comply with the relevant specification “Thames Water specifications” or similar.

#### **Site Visits**

- Attend site, as required and complete site surveys and discuss customer requirements.
- Take measurements using laser measurement equipment, laser levels etc.

#### **Project Management**

- Attend design/client meetings to support with the development of product designs and concepts.
- Support the Drawing Office Manager and Office Team Members in controlling projects from inception to completion including quality handover paperwork.

#### **Procurement**

- Produce BOMS.
- Request quotations from our approved supply chain partners.
- Select supplier and place purchase orders in the costing system and save correspondence.

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**BCS** GROUP

### **Customer Service**

- Ensure the level of service provided to BCS customers is of the highest standard and good lines of communication are maintained.
- Complaints process to be followed for all customer complaints.

### **System and Process**

- All documents to be saved in the projects folder structure.
- Issue Declaration of Performance and UCKA Certificate for all your projects.
- Assist with the annual stock check.

### **HSEQ**

- Complete tasks in accordance with risk assessments, notify the Team Leader of any potential noncompliance.
- Report accidents and Positive Interventions using the correct methods.
- Ensure the correct PPE is used in the depots at all times.
- Maintain excellent levels of housekeeping, ensure areas are free from waste and trip hazards etc.
- Identify/Submit positive interventions where needed.
- Work in conjunction with HSEQ policies and procedures.

### **Key measures & targets:**

- Response time to customer drawing enquiries.
- Customer satisfaction and feedback.
- Accuracy and completeness of drawing information provided.

### **Key relationships:**

- Head of Fabrications
- Drawing Office Manager
- Fabrications Team
- Suppliers
- Design Engineers
- Office Team

### **Person Specification:**

The successful candidate is likely to meet all of the following criteria:

#### **Essential**

- Structural steelwork knowledge
- Working within the medium/heavy engineering industries.
- Ability to produce 2D AUTOCAD and drawings, working to the required BSEN standards.
- Great communicator and able to work on multiple projects simultaneously.
- Great written communicator.
- Attention to detail.

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### **Desirable**

- Water industry / construction site experience.
- Confine space trained.
- Experience of working with 3D software packages Advanced steel or similar (or a desire to learn this element).

### **About BCS Group:**

BCS Group, a subsidiary of Barhale Holdings Plc, is a privately owned company. We are a leading supplier of safety and construction products and services that has depots in both the Midlands and Scotland. We pride ourselves on providing a first-class service to all our customers, ensuring the right product or solution is delivered to the right location on time. With over 5,000 items within our core range, BCS Group can fulfil any order and ensure it is delivered directly via our dedicated transport fleet or those of our partners.

**Manufacturing:** Our capabilities include standard and bespoke signage, labels, temporary and permanent road traffic signs and bespoke steel fabrication/installation which includes footbridges, walkways, flooring, guardrails, ladders and tunnelling products.

**Extensive Stock Range:** Distributor of leading industry brands in PPE & clothing, traffic management, safety & lifting and site equipment products. These include Bollé, Pulsar, Globus, Rock Fall, Progarm, Portwest, Melba Swintex, Oxford Plastics, JSP, Nissen, Carters, Orafol, Crowcon, Radiodetection, Dräger, Ridgegear, and Plant Nappy.

**Safety Equipment Servicing:** Specialist safety & lifting repair, calibration and inspection since 1999. We have our own purpose-built maintenance and calibration facility for gas detection, cable avoidance, breathing apparatus and lifting equipment which along with our fully equipped mobile calibration unit is where all maintenance and repairs are carried out. Our staff are trained and fully qualified in the maintenance, calibration and inspection of a full range of specialist safety & lifting equipment.

**Our People:** With a direct workforce philosophy, the company culture is driven by our core values, which describe how we act day-to-day. We ensure all your needs are met through our national call centre and dedicated account management.

**Triple Accreditation:** ISO 9001:2015, ISO 14001:2015, ISO 45001:2018 and ISO 50001:2011 standards, which means our customers can have complete confidence that we have an ongoing commitment to be a safe, efficient and responsible partner.

### **Caring and investing in you**

As a Gold Investors in People company and a Sunday Times 100 Best Company to Work For, we are committed to investing in people. We are passionate about creating a working environment where people are supported throughout their careers, where people can enjoy security and be part of a company that cares about them.

From the moment you join us, your well-being and career aspirations will be supported by.

- Competitive salary
- Company Pension



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- Life Assurance
- Private Medical
- 25 days annual leave in addition to 8 public bank holidays and loyalty days
- 8 hours volunteering
- Employee Assistance Programme to support your mental, physiological, and financial well-being.
- Flexible benefits via salary sacrifice
- Company car/green car scheme/car allowance/Van (dependent on position)
- Leadership & management training and coaching
- Regular line management engagement and appraisal to support your career progression.
- Development supported by internal and externally delivered training.
- Flexible working arrangements
- Annual salary review
- Continuous service awards

### **How to apply:**

Please send your current CV and cover email outlining your suitability for the role and quoting the reference number to [careers@barhale.co.uk](mailto:careers@barhale.co.uk).