

## **ITCC**

**International Technical Corporate Consultancy d.o.o.  
Private Technical Consultancy Firm - BUDVA - MONTENEGRO**

**18 April 2018**

This small international engineering consultancy activity, focused on patented eclectic ideas and skills in physical, mechanical and mechatronics fields, based in Budva, Montenegro, but with a small open-minded technical team, announces a public

### **COMPETITION**

#### **For admission to employment:**

**Job title:**

Skilled CAD designer 2D&3D

**Job status:**

Probation period of 3 months, after which the retained candidates will conclude indefinite time employment contract, full-time position

**Location:**

Variable between: Budva, Niksic, Podgorica, Crna Gora, Italy and Europe

**Employee reports to:**

Chief Design Engineer – Eclectic Engineering Group

**Contract sector & legal details**

Professional, scientific and technical activities;

Job will be ruled under Montenegrin legal provisions integrated by international general and specific rules whilst performing work in foreign countries.

**Financial earnings for the job:**

Monthly earnings in the gross amount of € 1,500.00

**Financier:**

Private

**Application deadline:**

From 18 April to 15 May 2018

**Application procedure**

Short listed candidates will be invited for an interview in the period 15 May - 30 May, in Budva.

**Application content:**

- Motivation letter
- CV - Europass form
- Applications should be submitted personally via mail to the address:  
tech@ITCC-mne.com

## Position summary

Candidates should show their expertise in CAD drawing design, evidencing knowledge on the needed nomenclature as well as all the specific CAD drawing rules comprehending quoting systems as well as the use of 2D and 3D systems.

Previous experiences would be preferred, especially if significant and demonstrable. The main job activity will consist in transferring on electronic CAD file a number of sketches, hand drawings, photos, or simply detailed descriptions.

Machinery (also particularly complex) miniaturized components, reactors, mechanical and electrical, often electronic as well, will represent the main design activity.

Knowledge on specific tools like "solid edge" or "solid works" will be a preference, whilst intelligence and propensity of work and design mixed with good physics and maths understanding and handling will complete the picture.

Candidates will initially spend a period in Italy in which a double activity of current capacity skills assessment and training time will be carried out; such assessment and training period will be spacing between three and six months.

Once candidates acquire their full autonomy, they will be normally working in MNE spending several periods into the end customers facilities; such activity will depend by the different single projects carried out.

Particularly, candidates will need to transfer on the mentioned CAD tools a number of information acquired during meetings, briefings, drawings, sketches, pictures, etc. combined with quotes, external information, measurements on sight, overview of plants, engineering meetings, etc.; the combination of such inputs will find a glueing point in the particular skills of the candidates which should manage to work out the definitive design projects under the guide (also indirect and in distance) of their supervisors. This meaning that a pronounced functional and executive autonomy will complete the framework of the candidates' capacities.

It goes without saying that candidates must possess an excellent command of the English language, both technical and general, as well as having to show a mastery of the language also to face technical and discursive meetings.

Particularly appreciated will be the ability to speak Italian and / or French as many works will be intended for clientele residing in such areas.

## Standard duties and responsibilities of the employee

- Developing a work plan in accordance with the various project plans
- Maintaining and updating such work-plan with insertion of new tasks/jobs and amendments
- Planning of implementation in agreement with the supervisor
- Reviewing literature to be used with the design, so to be constantly updated
- Preparing data for analysis to be included in the CAD drawings
- Carrying out analysis on existing drawings with the aim to propose advanced modifications and effective implements

- Compilation of CAD drawings in 2D and 3D according to the specific instructions and preparation of the full packages for the customers.
- Shift from CAD to CAM tools in accordance with the instructions of the end customers
- Participation in joint project activities, meetings and trainings
- Preparation of project reports
- Seldom presentation of work results at conferences

## CANDIDATE PROFILE

### Qualifications

- Mechanical/mechatronics Engineering Bachelor – Graduated Engineer design specialist
- Master's degree in mechanical/mechatronics engineering

### Knowledge and experience (necessary and desirable)

- Proved CAD design experience [necessary]
- Excellent knowledge of English language [necessary]
- knowledge of Italian and/or French language [desirable]
- Experience with using quantitative statistical applications (eg. SPSS, STATA, SAS) [desirable]
- Experience in preparing a systematic review of literature and review articles [desirable]
- Published articles in scientific journals [desirable]

### Skills and competences

- High design capacity with 2D and 3D CAD tools such as "solid edge" or "solid works"
- Comfortable using Microsoft suite applications (Word, Excel, Powerpoint, etc.) or similar
- Ability to work in a team
- Ability to work independently
- Presentation, communication and interpersonal skills
- Accuracy in meeting deadlines
- High professional motivation

DIRECTOR  
Carlo RUPNIK

