

Job Title: Draughtsman**Location:** Head Office – Panchkula, Haryana**Department:** Planning and Engineering**Employment Type:** Full-time**Experience Required:** 3-7 years (preferably in government infrastructure projects)**Industry:** EPC Contractor (Government Infrastructure Projects)

About the Role:

The Draughtsman will be responsible for preparing and managing detailed technical drawings and documentation for various infrastructure projects undertaken under government contracts. This includes water supply schemes, irrigation systems, WTPs/STPs/ETPs, and public building projects. The role demands accuracy, discipline in maintaining drawing records, and the ability to work closely with engineers and project managers to ensure timely and compliant drawing outputs.

Key Responsibilities:

- Create and modify 2D technical drawings, design layouts, and construction detailing using AutoCAD for civil, structural, electrical, and plumbing components.
- Prepare GFC (Good for Construction) drawings, layout plans, and submission sets as per departmental requirements (PHED, PWD, CPWD, etc.).
- Develop and maintain as-built drawings, revise layouts based on site feedback or changes during execution.
- Work with engineering and site teams to translate concepts and survey data into precise technical drawings.
- Interpret BOQs and support in design-based quantity estimation and material take-offs.
- Ensure proper versioning, file management, and drawing logs in line with project documentation protocols.
- Assist in coordinating with consultants, vendors, and subcontractors on drawing reviews and updates.
- Ensure compliance with IS Codes, CPHEEO norms, and other technical standards as required to be adhered with the respective contractual requirements

Required Skills:

- Proficiency in AutoCAD (mandatory); basic knowledge of 3D drafting is a plus
- Strong understanding of civil and architectural detailing
- Ability to prepare pipeline network layouts, plant layouts, sections, and service routing
- Good interpretation skills of survey drawings, topographical maps, and design inputs
- Familiarity with standard formats for tender drawings, working drawings, and submission documents
- Good command of MS Excel and working knowledge of design documentation

Qualifications & Experience:

- Diploma/ITI in Draughtsmanship (Civil) or equivalent technical qualification
- Hands-on experience with infrastructure projects such as water supply, irrigation, or public buildings is highly desirable

Preferred Attributes:

- Detail-oriented with a structured approach to work
- Ability to handle multiple projects simultaneously and meet deadlines
- Clear understanding of site and design coordination
- Professional attitude and strong communication skills

Remuneration:

As per industry standards, commensurate with experience and skillset. Accommodation may be provided near the site if required.

You can also share your resume (with a covering letter) to careers@uniproinfra.com

