

Designer

Daikin is committed to good corporate citizenship, providing new employment opportunities at our various sites. The company also makes every effort to contribute materially to the well-being of all aspects of the communities in which we work and live.

Summary / Objective:

Ability to lead in identifying MOC work package issues and prioritize work within the organization to be resolved. Ability to make decisions and propose resource allocation between onsite and off-site resources in order to ensure established company goals. Directly plan, monitor, and report on the work of the drafting group. Create and administer plans for completion of tasks by Drafters (Daikin employees and contract personnel). Develop, update, and administer procedures for CAD work and document control, including responsibilities, communications, and interactions with Daikin and contractor personnel. Responsible for training New/Contract drafters regarding MOC processing. Interact with software developers of CAD and document control systems to serve as subject matter expert and administrator / super-user. Liaise between software developers and DAI personnel (IT professionals and application users) for CAD and document control software. Work with IT groups to specify computers and hardware to support CAD and document control systems. Create and maintain standard procedures regarding drawings and asset naming conventions. Attend meetings with project teams to coordinate establishing new equipment numbering, drawing numbers and instrumentation numbering. Responsible for developing and maintaining MOC and Asset status reports for upper management and for use in prioritizing work. Work with the PSM team on audit findings and develop plans to address any outstanding findings. Coordinate and/or work to complete the update of existing plant drawings, equipment files, PSI, specifications, and standards, etc. Assist with data gathering and research for the Engineering, Maintenance, and Production Departments and for approved Contractors. Coordinate capital projects as assigned by Supervisor and/or Manager. Coordinate the update of existing plant drawings, specifications, and standards. Coordinate the update of existing equipment files, drawings, and specifications. Coordinate the update of existing PSI for the Engineering Department. Assist with changes to plant drawings and PSI through the Management of Change procedures. Coordinate document control for Engineering Department specifications and standards. Coordinate document control for P&IDs. Assist with data gathering and research for the Engineering, Maintenance, and Production Departments and for approved Contractors. Assist with data gathering and drawings to support capital projects. Coordinate capital projects as assigned by Supervisor and/or Manager.

Qualifications:

- Associate of Applied Science degree in Design Drafting Technology or equivalent training in Drafting/Computer Aided Design
- Proficiency in AutoCAD design drafting software
- Familiarity with industry drawing standards
- 3 to 5 years' experience
- Strong people skills desirable
- Ability to participate in an intensive team environment.
- Must be in current position minimum of 6 months.

Competencies:

- Being a person of good organization
- Good Communicator

- Focused on Details
- Good team contributor and leader
- Be able to multitask.

Physical Demands:

- Capable of lifting 20 lbs.
- Ability to bend over, kneel, squat, stoop, twist.
- Ability to work an 8-hour shift and overtime (as needed).
- Climb in stairs and ladders in both inside and outside environments.

Essential Functions:

- Prompt, regular, and dependable attendance is an essential function of this job.
- Ensures efficient production methods, flow of work, and use of space.
- Follows projects to completion to ensure that document control responsibilities are completed.
- Expedites assigned document control segments of projects, when necessary, to avoid costly delays.
- Ensures the maintenance of various engineering records.
- Prepare reports on the status of engineering records.
- Recommends use and upgrades of software and equipment.
- Investigates feasibility of new equipment and techniques for drafting activities.
- Participate in the development of new or improved department procedures.
- Assists with document control of designs of equipment that comply with applicable laws and regulations issued by OSHA, EPA, and other federal, state, and local regulatory agencies.
- Participates in setting goals and objectives for the department.
- Interfaces with engineers, managers, etc., in group meetings as required.
- Develops and maintains good working relationships with all departments.
- Provides continuous and effective communication to all appropriate departments concerning engineering drafting project status.
- Assists with maintaining preventive and predictive maintenance information systems by assigning equipment numbers and updating the equipment database.
- Assists other team members with spare parts lists for stockroom inventory by assigning and communicating equipment numbers.
- Additional assignments as deemed necessary by management.

Position: Exempt – Resume Required for Consideration

This posting will expire internally on August 22, 2026

Daikin America, Inc., the world's foremost developer and manufacturer of fluorochemical products, has exceptional opportunities for dynamic, team-oriented individuals who share our values and beliefs in Safety, Environment, and Quality. Daikin America's excellent compensation and benefit structure provides health and medical insurance (including dental and vision), paid vacation and holidays, retirement plan, and bonus eligibility.

Daikin America, Inc. is an equal opportunity employer.

Job Type: Full-time