



PR/095397 | Senior Draftsperson (Windows / Doors)

Job Information

Recruiter

JAC Recruitment Vietnam Co., Ltd

Job ID

1577517

Industry

Civil Engineering and Construction

Job Type

Permanent Full-time

Location

Vietnam

Salary

Negotiable, based on experience

Refreshed

February 10th, 2026 10:12

General Requirements

Minimum Experience Level

Over 3 years

Career Level

Mid Career

Minimum English Level

Daily Conversation

Minimum Japanese Level

None

Minimum Education Level

Associate Degree/Diploma

Visa Status

No permission to work in Japan required

Job Description

Company and Job Overview

JAC's client, a design consultancy firm, is looking for a Senior Draftsperson - Façade Windows/Doors.

Location: Ho Chi Minh City – Work from home

Job Responsibilities

- Prepare precise and comprehensive shop drawings for aluminum window and door glazing systems.
- Create full bills of materials (BOMs) and cost estimates for window and door packages.
- Work closely with architectural teams to ensure window and door systems integrate correctly with structural and finishing elements.
- Efficiently use AutoCAD, including Xrefs and the Sheet Set Manager, to streamline drafting processes.
- Perform quality reviews to ensure all drawings comply with project requirements and relevant standards.

Job Requirements

- Strong experience in drafting, particularly in shop drawings for aluminium and glass systems.
- Proficiency in AutoCAD, with solid understanding of Xref management and sheet set workflows.

- Experience with window/door estimation and preparation of BOMs.
- Deep understanding of construction methods and architectural detailing for façades.
- Experience working on Australian building projects is an advantage.

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Company Description