



## 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.

**Notice:** By submitting an application for this position, you acknowledge and consent to the disclosure of your personal information to the Privacy Policy and Terms and Conditions, for the purpose of recruitment and candidate evaluation.

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## Company Description