

# Architectural Draftsman

## Company Overview:

Nordic Homeworx is the exclusive distributor of Kährs, a renowned Swedish flooring brand, in the United Arab Emirates. We specialise in providing high-quality, sustainable flooring solutions to residential and commercial clients across Dubai and beyond. With a commitment to excellence and a passion for delivering exceptional service, Nordic Homeworx is dedicated to enhancing living and working spaces through beautiful, durable flooring solutions.

## Position Overview:

As an **Architectural Draftsman** at Nordic Homeworx, you play a critical role in translating design concepts into precise, high-quality technical documentation that enables the successful delivery of high-end wood flooring projects.

You are responsible for producing detailed layout drawings, generating accurate Bills of Quantities (BOQs), conducting site visits, and preparing complete installation file sets. Working closely with technical and project teams, you ensure that all drawings and plans are accurate, buildable, and fully aligned with client expectations and on-site conditions.

Your work bridges design and execution, supporting smooth project delivery and the exceptional craftsmanship Nordic Homeworx is known for.

## Responsibilities:

### Layout Creation

- Produce highly accurate and detailed AutoCAD layouts and specifications based on project requirements, ensuring clarity and precision to support flawless execution
- Ensure all drawings align with design intent, technical feasibility, and verified site conditions, minimising revisions during installation

### Bill of Quantities (BOQ)

- Generate comprehensive and precise BOQs detailing materials, quantities, and resources for each project, supporting accurate procurement and cost control
- Coordinate closely with technical and procurement teams to validate quantities, optimising material usage and minimising wastage

### Site Surveying & Visits

- Conduct on-site surveys and detailed measurements to gather accurate data for planning, layouts, and BOQs

- Identify, document, and communicate site discrepancies early to prevent technical issues, rework, or material loss

#### **Technical Validation & Installation File Preparation**

- Validate that all drawings and layouts are technically executable and suitable for flooring installation, reducing the need for on-site adjustments
- Prepare complete, clear, and timely installation file sets for project handover, ensuring smooth execution with minimal follow-up revisions

#### **Collaboration & Estimation**

- Work closely with the Head of Technical and cross-functional teams to deliver accurate installation time and resource estimates
- Proactively propose technical solutions and improvements when discrepancies arise, balancing efficiency, quality, and material optimisation

#### **Progress Reporting & SOP Maintenance**

- Provide regular, concise progress updates to the Technical Design Executive, highlighting risks, site constraints, and resolutions
- Contribute to the continuous improvement of drafting SOPs to enhance accuracy, efficiency, and consistency across projects

#### **Qualifications / Requirements**

##### **Education:**

Diploma or Bachelor's degree in Architecture, Civil Engineering, Interior Design, or a related field.

##### **Experience:**

- Minimum 1 year of UAE-based experience in drafting or related technical field.
- Advanced proficiency in AutoCAD and MS Office; experience with MS Projects is a plus.
- Expertise in site surveying and precise measurement techniques
- Excellent communication and interpersonal skills
- Strong client service orientation and a proactive, solution-driven mindset
- Highly organised with strong attention to detail and follow-through
- Capable of working independently while contributing to a team environment
- Fluent in English (written and spoken); Arabic is a plus
- Valid UAE driver's license is an advantage
- Knowledge of current construction and fit-out trends is preferred

### Why join us?

At Nordic Homeworx, our culture is rooted in trust, care, excellence, and sustainability. We foster an environment where people feel empowered, supported, and confident taking ownership of their work. Respect and empathy guide how we collaborate, while a commitment to high standards drives us to consistently deliver quality and seek continuous improvement. As partners of a leading eco-conscious flooring brand, we are dedicated to sustainable practices that make a positive impact. Together, these values create a workplace where you can grow, feel inspired, and build a meaningful long-term career.

### How to apply:

Interested in joining a team where your work truly matters? Send your CV and a short cover letter to [careers@nordichomeworx.com](mailto:careers@nordichomeworx.com) and tell us why you'd be a great fit for the Architectural Draftsman role. We look forward to hearing from you!