



TECHNICAL ILLUSTRATOR

Job Responsibilities

- Fully participates in and support the Fulcrum Concepts Quality Management System
- Responsible for preparation, editing and quality control of technical graphics and illustrations
- Produces advanced computer-generated illustrations and artwork for various technical publications and manuals, both print and IETMs
- Prepare illustrated parts diagrams and exploded views for manuals
- Ability to comprehend source material in the form of engineering drawings, software description documents, test plans, design specifications/documentation
- Coordinates with engineers and technical writers to create illustrations that communicate information concisely and accurately
- Coordinates with engineering, writers, and subject matter experts to obtain presentation quality technical illustrations, tables, and other data
- Catalog and file materials in a logical and easily accessible manner
- Maintains electronic and/or hardcopy data library of illustrations
- Follows style guides for illustration standards in effort to maintain consistency
- Responsible to assist in preparation and review of assigned technical documents including test plans, test reports, technical manuals, and other technical presentations of information
- Tracks and monitors flow of all illustrations from inception to completion as directed by Senior Technical Illustrator and/or Technical Publications Manager
- Ability to use models to create animations of weapons systems preferred
- Ability to use graphics to create material promoting company products preferred
- Web design skills may be required
- Able to utilize appropriate computer software and/or xml coding for technical illustrations within IETMs
- Knowledge of S1000D Standards and ability to implement standards in naming, creating, and tracking of illustrations. Knowledge of military standards, such as MIL STD 3031, 63029, 40051 preferred.

Give me a lever long enough, and a fulcrum on which to place it, and I shall move the world - Archimedes



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Knowledge and Experience

- Excellent written and verbal communication skills
- Strong organizational and analytical skills
- Ability to solve problems involving several options
- Heavy emphasis on the use and knowledge of Solidworks Composer; PTC IsoDraw; Adobe Creative Suite, including Illustrator and InDesign
- Experience in MS Office Products (MS Excel, Access, Power Point, Word), Solidworks, Adobe Photoshop CC and Adobe InDesign CC
- Strong attention to detail and follow-through
- Proficiency in the management of complex tasks from inception to completion
- Knowledge of applicable military standards, specifications and test practices is required

Security Clearance Requirement

- Subject to a security investigation and may need to meet eligibility requirements for access to classified information and a SECRET, TS, or TS/SCI clearance may be required as well.

Education

- Bachelor's Degree in graphics or engineering drafting related field preferred or combination of education, professional certification, and technical illustration experience; At least three years professional experience required.

Benefits include:

- 401(k) Safe Harbor Savings Plan
- Medical, Dental, and Vision Insurance Plans
- Short and Long Term and Disability
- Vacation and Sick Leave Packages
- 13 Paid Holidays each year
- 9/80 Work Schedule

The assigned personnel are responsible for the listed duties and responsibilities plus any other direction and responsibilities assigned by the Managing Members.

Fulcrum Concepts, LLC is a service disabled, veteran-owned, small business that provides innovative services and products to solve requirements for its customers. Fulcrum Concepts, LLC specializes in solutions for tactical aviation organizations and is structured to provide comprehensive solutions that begin with an initial requirement and end with fielded products. At Fulcrum Concepts, the unique combination of operational experience and a robust aerospace engineering capability enable the company to provide elegant, lightweight, enduring solutions for its customers.



Fulcrum Concepts, LLC provides equal employment opportunities (EEO) to all employees and applicants for employment without regard to race, color, religion, sex, national origin, age, disability, genetic information or veteran status. In addition to federal law requirements, Fulcrum Concepts, LLC complies with applicable state and local laws governing nondiscrimination in employment. This policy applies to all terms and conditions of employment, including recruiting, hiring, placement, promotion, termination, layoff, recall, transfer, leaves of absence, compensation, and training.

