

## ARCHITECT/CAD OPERATOR/DRAUGHTSMAN

### Company Overview

Pharo Ventures is the commercial, for-profit arm of The Pharo Foundation and has been set up to harness the power of a vibrant private sector by investing in Ventures across a variety of sectors within the Eastern Africa region. The objective is to build and grow, commercially and environmentally sustainable businesses, with a focus on maximising creation of economic value and jobs, for local communities.

We have a vision of an economically vibrant and inclusive Africa. Matching that vision is our ambition to create a portfolio of sustainable business ventures that by the end of 2025, will deliver more than five thousand direct jobs across the Eastern Africa region. We believe we can achieve our vision and ambitions by investing in the human and physical capital of Africa. For each target country in the region, Pharo Ventures will innovatively build a portfolio of businesses that will be financially sustainable, create value for the local communities and environmentally responsible.

Headquartered in London, the Foundation has an operational Head Office in Nairobi, Kenya with country offices in Ethiopia (Addis Ababa and Assosa), Somaliland (Hargeisa) and Rwanda (Kigali) with further expansion plans in East Africa.

Pharo Ventures Somaliland is a privately owned international holding company registered under Somaliland Investment Law NO: 29/2004, with subsidiaries in Fisheries, Agriculture, Construction and Primary Processing.

### Position Summary:

The CAD Operator/ Draughtsman is a critical role and will be an essential team member in the designing and building of highly complicated and specialised facilities. This is an exciting and invigorating challenge for someone who enjoys creating, altering and managing construction drawings. He/she will be the keeper of the drawings and the sketches that will ultimately become construction documents.

The CAD Operator/Draughtsman will have an aptitude for Architectural, Construction, and Mechanical drafting. It is a position of great responsibility, requiring not only excellent CAD skills, but also good communication skills, organisational abilities, and the strongest focus on quality.

**Job Title:** Architect/CAD Operator/Draughtsman  
**Reports to:** Pharo Construction General Manager  
**Job Location:** Hargeisa, Somaliland  
**Contract:** Permanent

### Functional Relationships:

- Pharo Ventures Somaliland Team
- Investment Analyst, Nairobi.

**External Relationships:**

- The Pharo Foundation team in Somaliland
- Government Authorities.
- Customers, suppliers and service providers.

**Key Duties and Responsibilities**

- Creating and altering construction sketches.
- Ongoing drawing focused collaboration with project managers and design consultants.
- Management and organization of all Pharo CAD drawings under the guidance of the General Manager.
- Printing of CAD drawings in various formats and packages, and delivering them to the correct contact in a timely manner.
- Creating accurate CAD drawings from hand sketches, verbal instructions, and site visits.
- Seamlessly integrating and working with project managers design consultants, and sub-contractors, to produce and alter drawings.
- Thinking creatively and critically to support the project team in the design process, to create sketches and drawings that work.
- Creating and continually updating project drawings lists.
- Printing various formats of drawing sets for project managers and site superintendents.
- Systematically saving sketches and drawings on our CAD server; keeping the server organised; updating project folders and files as jobs progress and revisions are made.
- Exhaustively reviewing and checking sketches and drawings for errors, before being sent to architects, subcontractors, project managers, etc.
- Seeking clarity and understanding from engineers and project managers when you are not 100% certain of something.
- Organizing and uploading drawings to web based storage sites/collaboration project sites to share drawings with project and subcontractors.
- Create, edit, and update standard details for use in projects.

**Qualification Requirements**

- Bachelor's degree in Architecture / Civil Engineering (preferred).
- Alternatively, a Diploma in Computer Aided Drafting.
- Minimum 2-year relevant experience in a CAD Operator role.
- Outstanding fluency and skill within the CAD programs.
- Excellent technical design skills.
- Excellent communication skills; listening, comprehension, and feedback.

**Behavioral Competencies**

- A passion for delivering high quality work.
- The ability to think critically, innovate, and solve challenging technical problems.
- High attention to detail.
- Effective time management and logical decision-making ability.

- Being able to self-start and self-motivate when there is no one available to provide instruction.
- Capacity to handle pressure.
- Strong work ethic, and the ability to handle peak work times.
- Willingness to travel if necessary.

### **Application Procedure**

This position is open to both female and male nationals from Somaliland.

Review of applications will begin as soon as they are received, and only **complete** applications will be considered. In the event that an outstanding applicant is identified early in the search process, we reserve the right to appoint before the deadline. For this reason, we encourage interested candidates to apply at the earliest possible time. Due to the high volume of applications, we regret that we will only be able to contact short-listed candidates.

### **How to Apply:**

Interested candidates, who meet the above requirements, should submit their application through email to [applications.SL@pharoverventures.com](mailto:applications.SL@pharoverventures.com) with subject line “**Application for Architect/CAD Operator/Draughtsman**”.

### **Requirement:**

1. A detailed CV and Cover letter to explain the experience you have gained that makes you believe that you are the most qualified candidate for the role.
2. A list of minimum three references with current email address and phone number.