

Roles and Responsibilities

BIM Coordinator

11th April 2017

Job Description

Our use of BIM is unique compared to the industry standard. Our approach is to build and utilize our models for energy auditing, energy modeling, design, and facility management for internal use. Over the course of energy management, we continuously refine and manage our models updating maintenance logs and new work performed in the building. Projects modeled in Revit can challenge individuals with complicated architectural design and envelopes. Our practice requires high quality modeling of architectural, mechanical, and electrical drawings with clean and organized management of data and linking of documents.

This role requires both management and modeling skills. Role will require significant involvement in the model building process and will need to be fluent in architectural and MEP modeling using Revit. Modeling workload will be shared with other teammates. Ideal candidate will have a strong desire for innovation and thinking outside the box for solutions specific for Facility and Energy Management.

The candidate will need to create company BIM processes, planning, roadmaps, project execution plans and training needed to use and leverage BIM with the other technologies to integrate all systems effectively for building energy retrofits and energy management.

Responsibilities

- Develop and bring innovation to existing BIM operations internally
- Coordinate and develop roadmap for seamless integration of BIM with Energy modeling and Facility management tools.
- Manage and organize As-Built Drawings, equipment data, and equipment documentation from clients
- Understand and interpret needs and requirements for Model creation and timeline for delivery development and completion
- Manage and assist in model creation and design drawings.
- Responsible for discovering and testing new tools and applications for internal use
- Advise and provide technical assistance to team members relating to BIM
- Ensure team members are maintaining required modeling standards Qualities, Skills and Experience required
- Perform project analysis, costing and time schedules for model creation, technology implementation and project delivery.
- Support manager in the creation and procurement of specifications, RFPs, contracts and external delivery, review and comments.
- Plan, document, communicate and liaise between management, engineering and software teams to develop and deploy custom software and add-ins.
- Support in the development of templates, standards, settings and production of company and project BIM models.
- Research, test, validate and teach latest software and technology options related to industry, company and projects.
- Setup, execute and analyze project BIM and energy models to support audit and performance contracting projects.
- Oversee and support on-site equipment, technology and integration into BIM and software suites with various consultants, contractors and client representatives.
- Work with project teams to analyze, store, document and communicate project data, energy streams equipment data leveraging BIM and other technology.
- Maintain project information, statistics, file organization and company file structure
- Support in the planning, development and roll-out of custom web-based dashboard software and related mobile applications.
- Support in the production of engineering design drawings, calculations and specifications.
- Develop database and information storages system for projects, company and clients
- Develop custom project and company dashboards, reporting tools and invoices

Essential

- Strong Desire to utilize BIM beyond traditional modeling and design use. Inquisitive and interested in pushing the uses and benefits of BIM in Construction industry
- Legally able to work in the UAE or USA in which the position is based
- Fluent in Revit 2017 and all relevant Add-ins
- Capable of managing complex building projects and file management
- Able to model complex architectural geometry along with strong modeling skills in MEP
- A strong interest in embracing new technologies to develop compelling database driven BIM models
- Able to support development of existing in-house processes and some 3rd party applications
- Fluent in English
- Able to demonstrate leadership skills required to mentor more junior team members
- Commitment to ongoing personal development and willingness to learn new skills
- Resilient and able to cope with conflicting demands
- Able to demonstrate initiative and a proactive approach
- Good interpersonal skills and able to work independently and as part of an effective team
- Methodical, accurate and consistent attention to detail
- Flexible attitude
- Able to manage sensitive and sometimes confidential information
- Able to build good relationships at all levels, internally and externally
- Appreciation of, and commitment to the business of Energy Management
- Empathy with an architectural and engineering company
- Able to demonstrate ability to undertake the above responsibilities

Desirable

- Skills in Managing linked files and databases for projects
- Experience in building and implementing complex Digital models
- Ability to interpret and understand 2D As-Built drawings into 3D models
- Experience in Energy Modeling and/or energy management
- Experienced creating Revit Models for Facility Management use and understanding of current data management practices
- Experienced modeling and understanding of IES (Integrated Environmental Solutions)
- Fluent in Arabic. Additional languages are beneficial

Softwares

Required

- Revit 2017
- AutoCad 2017
- Autodesk 360
- Microsoft Suite (Word, Excel, PowerPoint, etc...)
- BIM for FM Softwares

Beneficial

- IES – Integrated Environmental Solutions (Other energy modeling are desirable)
- Autodesk Building Ops
- Autodesk Field
- Navisworks
- Cloud Analytics – (Azure, AWS, Predix, SAP)
- Tridium Niagara
- Trane Trace 700+

Talent and Skills

- Proficient in English. Capable of conducting meetings in English.
- A highly self-motivated, ambitious individual
- A person with a high sense of urgency and a pro-active approach to problem solving
- Professional presence
- Customer focused attitude
- Proficient in establishing job and work process flow
- High energy and action oriented
- Strong oral and written communication skills
- Ability to travel when needed to project or customer sites (50%)
- Expert in developing excel based energy modeling on mechanical and electrical systems.
- Knowledge of building systems, energy technologies, green building and high performance design
- Understanding of marketing strategy and market analysis techniques
- Team-oriented, hands-on, highly skilled, adaptive, and client-focused
- Knowledge of construction and subcontracting
- Developing, pursuing and closing new business and customers

