



## About Six Degrees

Six Degrees is a team of creative, expert and experienced multi-disciplinary architectural graduates, architects and interior designers who have a passion for design and the craft of architecture.

## Senior Documentation Co-Ordinator

Full-time

**Six Degrees is seeking an Architect or Documentation Specialist with 10 years' experience.**

The candidate must have a collaborative spirit, as well as:

- High-level Revit experience: ability to manage/maintain models of various scales and complexity, proficient in producing high quality documentation, detailing and BIM models, with an eye for detail and a familiarity with family creation and manipulation.
- Experience in working with external documentation services
- Experience in revising, collating and checking of all documents prior to submission
- Ability to oversee a large project team
- Strong time management skills including the capability to work with competing priorities
- Strong interpersonal and communication skills to liaise with both internal and external stakeholders
- Quality Assurance and Quality Control acumen
- Proactive, take initiative and well organised
- Ability to multi-task and work independently as well as in a team
- Mature with an attention to detail and highly resourceful

To join our team for this position, please forward your CV and portfolio (under 10MB) with **Senior Documentation Co-Ordinator** in the subject heading to [jobref1704@sixdegrees.com.au](mailto:jobref1704@sixdegrees.com.au)