

Role Definition

Revit Documenter with Baenziger Coles (Architects, Interior Designers and Project Managers)

Job Title: CAD/Revit Technician Reporting to: Project Leader on a day to day basis

About Role

We are looking for a CAD / BIM Technician who has experience in Architectural Design and Construction to work within our team. This role will provide the opportunity to be part of a collaborative and skilled design studio to produce high level outcomes on a variety of project types – commercial, industrial, residential, retail and hospitality

Responsibilities

- Ability to set up new Revit project files for the team documentation
- Review project files for compliance with Australian Standards/protocols
- Implement best practice procedures
- Assist the Architects and Interior Designers in drawing production
- Produce and technically deliver a full set of accurate CAD/Revit drawings and 3D modelling
- Coordinating drawing production in line with project requirements and in conjunction with other disciplines.
- Able to meet tight deadlines and able to work alone or with a team
- Contribute or otherwise assist as required
- Thorough knowledge of and compliance with the office procedures and standards
- Willingness to guide and educate colleagues, as required, in Revit skills and capabilities, and contribute to CAD group meetings

Relevant training will be given to suitable candidate. This description reflects the core activities of the role but is not intended to be all-inclusive and other duties within the studio/office may be required in addition to changes in the emphasis of duties as required from time to time.

Qualities & Skills Required

- 5 years + of Revit design and drafting in addition to general design / drafting experience
- Excellent communications skills both written and verbal in the English language
- Good understanding and knowledge of building construction methods and detailing
- In depth working knowledge of current CAD/Revit versions with emphasis on project sheet
- Experience working within the building services environment
- Able to demonstrate the ability to undertake above responsibilities
- Good knowledge of Architectural terminology
- Professional appearance
- Excellent organisational skills
- Ability to use time productively, maximize efficiency, and meet challenging work goals
- Ability to take on additional responsibilities as needed as well as determine and manage priorities with minimal guidance.
- Possess and maintain exceptional work ethic as well as uphold company values and demand the highest standard of conduct from self and others
- Have basic PC experience in Windows environments, working knowledge of word processing, spread sheet setup , e-mail, web enabled applications and database software.
- Able to manage sensitive and sometimes confidential information
- Self-motivated and possess the drive to pursue continued education on BIM
- Able to demonstrate initiative and a proactive approach to daily task
- Possess the ability to work well as part of a team and independently
- Flexible attitude

