

INTERMEDIATE BIM/AUTOCAD TECHNOLOGIST**PRIMARY FUNCTION:**

The Intermediate BIM/AutoCAD Technologist is responsible for overseeing the CAD and BIM standards in the office, working with the studio to create working drawings and maintaining design excellence

EXPERIENCE:

Must have 5-7 years Intermediate level experience using computer-aided design and drafting applications, (AutoCAD and Revit) to prepare detailed working drawings

MAJOR RESPONSIBILITIES & TASKS

This position's responsibilities include but are not limited to the following items:

PROJECT RELATED:

- Works with the Senior Technologist, Team Lead and/or Senior Designer to establish scope of work
- Reviews sketches or preliminary drawings, created by designers illustrating project features
- Examines the continuity of designs through multiple drawings and views to confirm the alignment and placement of drawing elements
- Makes rough sketches to work out, develop and explain ideas
- Ability to assist project setup and creating well laid out assembly drawings detailing plans, elevations, architectural and millwork details as required using studio standards
- Ability to assist quality control for completeness and adherence to studio standards of all drawings produced
- Support the team in coordinating consultant drawings through CAD or BIM (including but not limited to architectural, structural, Mechanical, Electrical and Plumbing; sprinkler drawings)
- Has a working knowledge of the Ontario Building Code
- Provide technical support for Autodesk enabling software applications to the project team
- Provides support for plotting and electronic file submissions

TENDERING & CONSTRUCTION:

- Assist in all aspects of construction administration including shop drawing reviews, responding to RFI's, etc. with studio team lead member
- Assist in the tendering process and drawing distribution for contractors with studio team lead member
- Assist in reviewing contract documentation
- Assist in fielding questions from contractors, consultants, and client with studio team lead member
- Participates in site walkthroughs where appropriate
- Assist in Preparing supplementary instructions as required
- Assist in Preparing Addenda as required
- Assist in Preparing deficiencies to completion

COMMUNICATION:

- Exchanges project information with support staff. For instance, co-ordinate the delivery of drawings, order printing and request supplies
- Work with senior technologist and team leads to obtain work assignments and project requirements, delivery project status information and defend design and detailing choices
- Assist team in maintaining studio CAD/BIM standards
- Participate in group discussions with project teams to co-ordinate work, share project status information and ensure project design and detailing components are accurately referenced to one another
- Meets with design team and various consultants to obtain additional information, clarification, and feedback about drawings and to discuss projects' challenges.
- Attends consultant and client meetings with Team Lead or Senior Designer as required

STUDIO STANDARDS COMMITTEE

- Assist BIM Manager and Design Manager in studio standards development, implementation, and enforcement

VALUES & CORE LEADERSHIP SKILLS & BEHAVIOURS

- Works collaboratively with the II BY IV DESIGN Team to live the company values in a manner that generates excitement, enthusiasm, alignment, and commitment to action consistent with the external brand identity
- Offer feedback that supports the growth and development of team members
- Shares insights and learning
- Consistently operates as a role model for appropriate and professional behavior
- Takes on challenging conversations as required
- Highly inclusive and welcoming, taking on actions that support and help develop the culture
- Fosters a culture that promotes ethical practices, passion, and encourages individual integrity, accountability, and responsibility
- Generates a clean and organized work environment

QUALIFICATIONS

BASIC QUALIFICATIONS:

- Completion of Architectural Technologist/Technician diploma or similar
- Minimum 5 years project delivery experience in design and drafting using AutoCAD and Revit in medium, and large-scale complex building projects
- Knowledge of Building Code Regulations
- Advanced AutoCAD Experience
- Advanced Revit experience

CONFIDENTIALITY

Both during employment and after, employees of the firm will not disclose confidential and proprietary information learned during the course of their employment unless disclosure is required by law. Please refer to the Employment Contract and the Employee Handbook for further clarification.