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# Example of BIM Coordinator Job Description

Our growing company is hiring for a BIM coordinator. If you are looking for an exciting place to work, please take a look at the list of qualifications below.

## Responsibilities for BIM coordinator

* Manage engineering CAD/BIM content libraries (Leveraging Autodesk Inventor / Electrical)
* Provide point of contact for construction team members on BIM/VDC processes and reports during all phases of construction
* Provide advice and direction on projects whereby BIM technologies are utilized
* Assist protect teams to deliver client BIM requirements
* Ability to write batch, script, and other automation programs is a plus
* Participation in Design Review and Clash Resolution meetings
* Perform some QA/QC on design models and cleanup of directories
* Preparation of drawing packages
* Collate data for senior management review
* Take initiative in identifying improvements to bid and project delivery

## Qualifications for BIM coordinator

* Preparation of FIRE FIGHTING(Sprinkler & Fire Hydrants ) & PLUMBING Drawings
* Preparation of BLOCK Wall Opening For All Services
* Preparation of AS BUILT Drawings
* The candidate should have 5-8 years of experience in site execution of building projects
* Bachelors in Engineering- Mechanical / Electrical
* Strong project management skills for planning and coordination with Design & project team independently and timely delivery to the client