



UIBS
Clarksville, TN
hr@uibsusa.com

Job Title: BIM Coordinator

Job Type: Full-time

Job Location: Taylor, TX

Job Description:

We are seeking a detail-oriented BIM coordinator who can manage BIM (Revit, Navisworks, AutoCAD) files and keeps the system up to date through close communication and coordination with subcontractors and the client company.

Your duties will include:

- Daily coordination of BIM files of subcontractors and suppliers
- Meetings reporting project progress, troubleshooting, MOM documentation
- Utilizing Revit (2019, 2021)
 - HVAC, EQUIPMENT, CABLE TRAY, PIPE, Structural Modeling
 - Extracting 2D drawings, BOM (Schedule)
 - Comparing 2D and 3D modelings
 - Creating .rfa files and update/modify in Revit
- Utilizing Navisworks (2019, 2023)
 - Clash checks / reviewing / detecting issues
 - Creating Clash Detective Reports
 - Managing .nwf files
 - Extracting .nwc, .nwd files
- Utilizing 2D and AutoCAD (2021)
 - Drawing
 - Reviewing
- Respond to correspondence related to BIM, proactive communication with subcontractors
- Assume other responsibilities as assigned by the company

Your qualifications are as follows:

- At least 3 years (up to 7 years) of related experience
- Proven ability to comfortably utilize 3D modeling program such as Revit, Navisworks, AutoCAD on a daily basis



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- High organized with exceptional attention to detail and follow-ups, strong commitment to results
- Strong ability to manage multiple projects with competing deadlines
- Experience working with subcontractors
- Strong commitment towards results and high responsibility
- Excellent MS Office skills and documentation
- Excellent communication skills
- Analytical thinking and demonstrated ability to solve problems

Desirable/Preferred Skills:

- BA/BS degree or equivalent practical experience of related field
- Experience in high-tech (semiconductor) product projects
- Experience of projects of more than 50M USD
- Experience in industrial and factory projects
- Experience in overseas/domestic EPC project experience
- International and multi-cultural experience a plus
- Ability to work in a multi-cultural
- Fluent in Korean speaking and writing is a plus

(Additional)

- A person who has no difficulty commuting to and from the field office
- A person who can work overtime if necessary for job performance
- A person who can work on weekends if required