



Candidate Information

Position:	BIM Implementation Coordinator - KTP Associate
School/Department:	KTP and Business Networks
Reference:	18/106733
Closing Date:	Wednesday 19 September 2018
Salary:	£26,000 - £32,000 per annum. One of the key KTP benefits for graduates is access to a £10,625 training and travel budget over the 30 month project.
Anticipated Interview Date:	Friday 28 September 2018
Duration:	30 months

Job Purpose

To engage new software technologies and processes on site to facilitate the implementation of BIM models in the open field environment.

We wish to recruit a highly skilled and motivated graduate to work in Felix O'Hare & Co. Ltd. in collaboration with Queen's University Belfast for 30 months. Through this Knowledge Transfer Partnership, Felix O'Hare & Co. Ltd. seeks to engage new software technologies and processes on site to facilitate the implementation of Building Information Models (BIM) in the open field environment. The postholder will be based on-site in Armagh.

The programme of work will consist of the following project stages:

- 1 - Review the market in which Felix O'Hare operate and conduct a SWOT analysis.
- 2 - Familiarisation with the proposed Felix O'Hare case study project.
- 3 - Analyse existing IT infrastructure and underlying digital workflows within Felix O'Hare including head office and on-site setup and interactions.
- 4 - Devise and trial instrument (including process, people, technology) to measure project success in terms of identified project KPIs.
- 5 - Review of software to address the project requirements including potential other platforms (soft/hardware) that are applied outside of the built environment spectrum.
- 6 - Examine and resolve potential interoperability issues, and creation of user manuals.
- 7 - Development and trial of digital workflow process to facilitate embedding capabilities relative to the application of site BIM exploitation in the associated IT infrastructure and common data environment (CDE) within the company (head office and on-site).
- 8 - Integrate site based BIM technologies with the newly developed and implemented IT Infrastructure and existing CDE on the case study (including on-going market/technological review).
- 9 - Monitor and amend the development and training of each of the elements based on the feedback and results.
- 10 - Monitor, control and embed the knowledge gained within the company and on-site.

Planning and Organising

- Manage and coordinate the items of work as laid out in the project plan (individual work plan will be provided by Supervisors).
- Plan day-to-day activity within the framework of the agreed work plan.
- Contribute to the planning and management of the project, approximately 3-6 months in advance.
- Ensure that all training and development activity is scheduled to ensure that progress on the work plan objectives is not interrupted or delayed.

Resource Management and Responsibilities

- Plan and manage day-to-day resources to ensure the project runs to time and on budget.
- Coordinate and obtain approval for planned expenditure/allocation of resources with the Management Committee and Steering Group.
- Carry out supervision of placement students or other staff members as required.
- Monitor travel and development budgets and produce a Personal Development Plan which will ensure best use of financial resources.

- Attend training modules (mandatory and additional job-specific training). This may be local, national and international.
- Perform any other additional duties as agreed by the Local Management Committee and Steering Groups to contribute to the development of the company, the university and the Associate.

Internal and External Relationships

- Present regular progress reports to members of the Steering and Management Groups and to external audiences.
- Liaise with company staff on a daily basis. Contribute to training of staff in the company and university as required.
- Build relationships with both company and university staff to ensure effective working practices are established.
- Attend and contribute to any appropriate meetings, both in the company and the university as required.
- Establish contacts with additional groups and organisations (other KTP Associates, other university departments, other industrial contacts, and Innovate UK) as required to develop knowledge and understanding and form relationships for future collaboration.
- Act as an Ambassador for the Knowledge Transfer Partnership Scheme.

Additional Information

- Knowledge Transfer Partnerships is a UK programme that enables businesses to work with universities to gain access to specialist knowledge and expertise and apply it within their organisation. Each Partnership recruits a Graduate to work in the company, implementing and embedding the latest research techniques. Guidance is provided by the academic and company supervisors to ensure that the objectives of the project are met. Although the scheme is aimed at recent graduates, any suitably qualified individual may apply.
- Each KTP is a fully salaried job that lasts between twelve and thirty six months, providing the graduate with an opportunity to fast track a career in industry. Each KTP Associate has a training and development budget and a travel budget. This funding provides opportunities for job-specific training, attending and presenting at conferences, visiting trade shows, customers and suppliers etc. Two, one week residential management training modules are also provided as part of the package.
- As members of University staff, KTP Associates can join the University pension scheme, gain access to University resources such as the Library and sports facilities.

More details are available at www.ktpjobsni.com.

ESSENTIAL CRITERIA

- Hold at least a 2.1 Honours Degree (or equivalent) in Architecture, Civil Engineering, Construction or a closely related discipline; Applicants with a 2.2 Honours degree (or equivalent) in addition to either one year's relevant practical experience or a related higher degree will also be considered.
- Completion of a relevant student or industry project. Applicants should clearly state in their application why their project is relevant.
- An understanding of BIM principles, processes, workflow and best practice.*
* may be demonstrated through completion of a module, student project or placement or relevant industry experience
- Experience in the use of BIM software (e.g. REVIT, Navisworks).*
* may be demonstrated through completion of a module, student project or placement or relevant industry experience
- Experience in writing technical reports/ training materials/ guidance documents.
* may be demonstrated through completion of a module, student project or placement or relevant industry experience
- Good oral written and presentation skills.
- High level of IT skills.
- Ability to think logically, create solutions and make informed decisions.
- Ability to evaluate, compare and implement software alternatives to meet a specific company need.
- A high level of numeracy and the ability to interpret data.
- Ability to work effectively as a member of a group.
- Well organised, attention to detail and ability to meet tight deadlines.
- An interest in staying with the Company. (Associates are normally invited to apply for permanent positions).
- Ability to take part in Associate management courses (requiring two one-week periods in England).
- Willing/able to travel throughout the UK and Ireland and abroad, as necessary.

DESIRABLE CRITERIA

- Hold a higher degree in a relevant area.
- Experience in BIM implementation.

- 6 months' relevant work experience.
- Practical experience in delivering training or presenting.
- Construction site experience.
- Knowledge of programming software such as Dynamo.
- Experience in the use of Project Management software e.g. MS Project or similar.
- Ability to deliver training and follow-up support to operatives.
- Ability to influence people effectively, both at management and site level.
- Tenacious and committed to achieving goals.