



BUILDING SYSTEMS. ENSURING PROGRESS.

Job Description: BIM Support Specialist (Entry Level)

A dynamic, team-oriented, privately-held business located in Bellevue, WA is searching for a BIM Support Specialist to work in our Virtual Design and Construction (VDC) Department. This is an entry level position with the potential for growth into other areas of the company. We are an industry leading mechanical contractor providing services in the Pacific Northwest. We hire exceptional people with great attitudes and abilities that will help drive our company into the future.

Duties include, but are not limited to:

- Work with project team consisting of Project Manager, Superintendent, Foreman, Engineer, HVAC detailers, Plumbing Detailers, General Contractors and Fabrication Shop Foreman.
- Prepare and edit project deliverables, including shop drawings, fabrication packages, and bill of materials, while maintaining document control.
- Responsible for all correspondence required to produce all project deliverables, including coordinating schedule/design requirements with project team.
- Provide a quality control check between detailing and fabrication to ensure accurate bill of materials and manufacturability.

Basic Qualifications:

- Strong computer and internet skills
- Be self-motivated, and able to excel in a fast-growth company
- Strong communication skills (both written and oral)
- Able to multi-task, prioritize and attention to detail

Preferred Qualifications:

- Experience in AutoCAD/Revit
- Navis works or other BIM type experience
- Knowledge of HVAC & Plumbing Systems

Work Schedule and Hours:

This is an hourly position, 40 hours per week, 7:00 am – 4:00 pm, Monday through Friday at Holmberg's Bellevue Office.

For more information please visit holmbergco.com. To apply please email your resume and cover letter to team@holmbergco.com.

Holmberg Mechanical is an Equal Opportunity Employer, offering qualified applicants' consideration for employment without regard to race, color, religion, sex, physical or mental disability, age, citizenship, pregnancy, genetic information, veteran status, gender identity, gender expression, sexual orientation, national origin, and any other protected status.