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| Role Profile Title: | **BIM Team Leader** | Job Code: |  |
| Job Title:  (for use when creating an individual job description) |  | | |
| Job Family : | **Engineering and Design** | LAIO Level: | **2** |
| Position Reports to: | **Engineering Manager** | | |
| BU / Project / Dept: |  | | |

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| **Leighton Asia India and Offshore** |
| Leighton Asia, India and Offshore leverages comprehensive sector expertise and geographic diversity as a leading construction and mining services provider. We possess a unique combination of local knowledge and extensive international experience, which allows us to develop competitive, innovative and practical solutions across Asia, India and the global offshore market. Our ability to consistently deliver results to clients, shareholders and communities in our geographically vast and culturally diverse footprint is backed by our motivated, focused and performance-driven employees. We currently operate in China, Hong Kong, India, Indonesia, Iraq, Laos, Macau, Malaysia, Mongolia, the Philippines, Singapore, Sri Lanka, Thailand and Vietnam. Leighton Asia, India and Offshore is headquartered in Hong Kong. |

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| **Infrastructure Business Unit** |
| Since our first civil engineering project in Hong Kong in the mid-1970s, Leighton Asia has been consistently recognized as a leader in delivering major infrastructure solutions across the region. As a full-service engineering and construction firm, Leighton Asia has the necessary resources and expertise to help clients realize virtually any infrastructure undertaking. We have successfully designed, developed, constructed, operated and maintained many key civil engineering and infrastructure projects throughout Asia, including site preparation and land reclamation, railway systems, bridges, tunnels, power stations, airports as well as pipelines, roads and more. |

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| **Purpose of the Role (why does the position exist, WITH what objectives)** |
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**Communication and working relationships** (Explain the people and levels and reasons both within and outside the organization with which this job has to interact)

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| **Typical Level of Interaction (select only one)** | |
| ☐ Standard: Typical interaction is to request and provide information. Courtesy, tact and effectiveness are required.  ☐ Advanced: Influence using logic and facts. Communication is important but not critical to the achievement of job objectives.  ☐ Expert: Win the hearts and minds, changing opinion of people. Critical in achieving the job objectives. | |
| **Primary Audience (Internal)** | **Primary Audience (External)** |
| **Within the same function:**   * Engineering Manager * Principal Engineer * Senior Engineer * Chartered Engineer * Engineers * Draftsman | Consultant |
| **Outside the function:**   * Tender Team |
| **Typical Level of Audience (Internal)** | **Typical Level of Audience (External)** |
| ☐ Clerical / Operational  ☐ Supervisory / Junior Professional  ☐ Middle Management / Seasoned Professional  ☐ Senior / Top Management | ☐ Clerical / Operational  ☐ Supervisory / Junior Professional  ☐ Middle Management / Seasoned Professional  ☐ Senior / Top Management |

**Key Accountabilities** (List all areas of responsibilities, with key tasks and performance metrics defined)

| **Key Accountabilities** | **Key Tasks & Performance Indicators** |
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|  | *Tasks:*   * Set up ‘BIM Station’ and champion the PCB BIM, encouraging staff to use and learn on common workstation * Manage storage, access, and information flows for BIM * Act as focal point of contact and coordinator for all 3d models and 2D information supplied from and to s/c, TW department, survey department etc. * Liaise with and manage Kingsfield to assist the JV in maximizing benefit from BIM * Liaise with all managers for façade and especially roof to include ALL elements not usually modelled in BIM (e.g. baffle ceiling support rods) * Carry out regular audits of BIM model and clash analysis produced by Kingsfield, and improve the quality of Kingsfield’s output where appropriate. * Liaise with CMs to determine requirement for iPad access * Investigate control and updating of cloud based BIM; review case for using ‘Revizto’ for issue tracking as demonstrated by EIC activities * Work with engineering / survey teams to take out pre-cambers and presets to roof 3d models and ensure BIM is to theoretical not pre-cambered values * Work with BIM champions to finalise and complete data field inputs (e.g. quantities / QA info) and work with EIC Activities / Kingsfield to progress import / export (purchase iConstruct?) * Liaise with Document Control and Kingsfield to ensure weekly updates of CAD from Aecom where sketches in pdf are received * Work with TW department to convert TW ELS designs etc in BIM * Oversee the ongoing update of P6 integration into BIM by Kingsfield and the gradual production of an as-built BIM * Champion the combined cast drawings and take forward to ensure all items continue to be picked up * Liaise with survey to consider potential integration / use of 3d scanned images from fabrication / assembly yard etc. |
|  | * Manage and take forward excavation simulation and potential delay simulations * Work with commercial to assist in check BofQ and missing items * Train and encourage the ongoing use of BIM within our in-house drafting resource * Liaise with other Leighton BIM managers (e.g. Scott Semple from 810A) to pool experience and ensure transmission of good ideas through the company * Champion all EIC Activities ‘use cases’ discussed to date e.g. constructability reviews for onsite erection and logistics, integration of temporary and permanent works with clash detection and resolution, element information, progress measurement etc. * Develop assembly yard simulation into timeline of complete PCB works with Kingsfield |

**Key Financial Dimensions and Related Job Results**

(Specify annual dimensions for any financial or budget responsibilities, and the nature and value of any transactions on which the job has an impact or contribution, and any other critical relevant dimensions)

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| **Financial Magnitude** | **Financial Impact (select only one)** |
| * N/A | ☐ Remote: Provides informational, recording or incidental services for use by others in relation to some important end result.  ☐ Contributory: Provides interpretative, advisory or facilitating services for use by others in taking action.  ☐ Shared: Jointly accountable with others (except own subordinates and superiors) to deliver the financial target.  ☐ Prime: Has high degree of control in delivering the financial target. |

**Qualifications, Experience and Skills**

(Please provide minimum qualification and experience requirements for the position, and not qualifications of the position holder)

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| **Qualifications** | **Experience** |
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| **Behavioural Skills**  **(refer to LAIO Behaviour Expectation Framework for Competencies)** | | **Technical Capabilities / Knowledge** |
| **Values & Business Ethics** | **Level** |  |
| Understands and adheres to the Company Values and Business Conduct | 1 |
| **Leadership Capabilities** |  |
| Strategic Orientation – Is aware of and understands the strategy and persuasively communicates to the team  Results Orientation – Working to agreed goals and activities and dealing with challenges in a responsive and constructive way  Commercial Orientation – Understands how fundamental operational issues impact profitability  Collaboration & Influencing – Proactively contribute to the work of the whole team  Team Leadership – Consistently develops and sustains cooperative working relationships  Developing People Capability – Provides specific guidance and support | 1 |
| **Personal Effectiveness** |  |
| Self Management – Demonstrates self-awareness  Achievement Drive – Achieves objectives and constantly strives to do better  Client Focus – Responds quickly to client requests (usually internal clients)  Teamwork – Assists others and works and part of a team | 1 |

**Agreed By**

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| Employee Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | Manager Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |

(for use when agreeing on a Job Description)

**Document Control**

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| **Version** | **Prepared by** | **Approved by** |
| * Version 1.0 |  |  |