IT / BIM COORDINATOR

IT / BIM COORDINATOR

Fort Wayne, IN

Authorized to work in the US for any employer

Work Experience

IT / BIM COORDINATOR
Weigand Construction - Fort Wayne, IN
January 2019 to August 2019

Serve as Help Desk Manager in Zendesk for field and office Develop and conduct in-house software training Point of contact for Field I.T. issues Hardware and Software deployments

BIM Coordinator - January 2019 - June 2019 (Parkview Regional Medical Center - Core Tower Expansion) Run clash detection meetings with design teams Interface with clients to correct errors/issues with the 3-Dmodels Set up new MEP Revit models for projects and update links when new models are provided by the clients Set up MEP CAD files for projects and update CAD files when new files are provided by the clients exracting CAD files from Revit

OFFICE MANAGER & PROJECT LEAD
BIMaire, LLC - Goshen, IN
January 2017 to December 2018

Direct Supervisor 5 Project Leads and 20 Drafters   Actively involved in developing and implementing BIMaire CAD Standards and Best Practices to service 7 National Home Builders   Manage project information flow between clients and drafters including scheduling and project status reports to client   BIM Modeling in AutoCAD Architecture 2017 of 2D and 3D projects using SAPPHIRE(TM) Build and Blackpoint(TM) Software   Established and streamlined a file management process to track training needs internally and ensure client satisfaction via consistent output   Spearheaded growth of the office including training by 34% over the course of 6 months while consistently completing projects on time   Technical Support, New Employee Onboarding, Office Administration including H.R.

ENGINEERING MANAGER & IT ADMINISTRATOR
Voyager, LLC
February 2012 to January 2017

Direct Supervisor of Engineering staff including R&D shop, Tool & Die Machinist, Jig & Fixtures Designer, CAD Technician and Laser CNC Technician   Created and implemented prototype tracking system in ERP and Engineering   Developed and documented standards for the Engineering department including an engineering handbook, work flow instructions, protocols and work request forms   BIM Modeling of prototypes and production drawings in Autodesk Inventor and Solidworks of mechanical assemblies and steel fabricated parts for the medical, correctional facility, transit, recreational vehicle, automotive, automotive aftermarket, van and other industries using SolidWorks and Autodesk Inventor   Network Administration including use of Active Directory and

Microsoft Exchange   Take ownership of end-user hardware and software issues across the network ERP Database Management of E2 Shoptech Manufacturing Software including installation of software on new workstations, setup of new users, assigning user roles and security, backups and installation of updates and patches   Document control & file management in accordance with ISO 9001 Quality Management System   Sales quoting, RFQ management DESIGN DRAFTER JAYCO, INC April 2011 to February 2012 Design work including components, support structures and complete comprehensive design packages of 5th wheel campers in 2D and 3D CAD   Worked from Engineering Change Notices (ECN's), Product Change Requests (PCR's), and line audits to maintain accuracy of prints, bill of materials & revision charts   Regularly perform complex CAD related design activities while striving continuously for product improvement, cost reductions, improved quality and manufacturability   Frequent visits to the production line to establish and maintain working relationships with production personnel PROJECT MANAGER SIMPAD, LLC October 2005 to January 2011 BIM Modeling of Master Set Plans and Lot Specific Plans for Single and Multi-Family homes using AutoCAD Architecture and Blackpoint software   Primary contact for drafting issues and questions from team of Drafters, Clients and Architects   Coordinated drafting schedules and plan workflow to meet customer deadlines   Provided technical direction for 12 software released over 5 year span   Met customer deadlines by developing software workarounds   Hosted GoToMeetings for software support and client presentations Education Associate in Information Technology Computer Network Systems ITT TECHNICAL INSTITUTE - South Bend, IN June 2009 to June 2011 Skills CAD (10+ years), AUTOCAD (10+ years), SOLIDWORKS, CAD/CAM, CAM, RFP, Inventor, Revit

Name: Kimberly Johnson

Email: hollygarcia@example.net

Phone: (903)799-6310x429