

PR/160941 | BIM Assistant Manager

Job Information

Recruiter
JAC Recruitment Malaysia

Job ID
1607707

Industry
Other (Manufacturing)

Job Type
Permanent Full-time

Location
Malaysia

Salary
Negotiable, based on experience

Refreshed
November 10th, 2026 18:00

General Requirements

Minimum Experience Level
Over 6 years

Career Level
Mid Career

Minimum English Level
Business Level

Minimum Japanese Level
None

Minimum Education Level
Associate Degree/Diploma

Visa Status
No permission to work in Japan required

Job Description

Main Responsibilities:

- Work with project teams to prepare architectural layouts / structural layouts /mechanical & electrical shop drawings for tender and construction stages.
- Provide technical support and oversee architectural implementation on-site.
- Produce coordinated shop drawings for approval and review drawings.
- Chair and attend meetings with clients, consultants, and contractors (technical & progress meetings).
- Liaise closely with consultants to understand design intent and prepare method statements / technical proposals.

BIM Leadership (Added Advantage):

- Lead BIM coordination and manage outsourced BIM teams and modelers.
- Develop and execute the BIM Execution Plan (BEP).
- Lead BIM coordination meetings, prepare clash reports, and highlight potential design conflicts.

Software Skills:

- AutoCAD
- Revit
- Lumion / Twin motion
- Microsoft Office / Microsoft Project

Qualification & Requirements:

- Degree in Architecture, Structure, Mechanical, or its equivalent
- Must have hands-on 5-6 years' construction experience in a contractor environment.
- Willing to work at project sites nationwide (accommodation provided).
- Proficient English speaking and writing skills are required for this position, as it involves chairing coordination meetings with clients and consultants.

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Company Description