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🏢 Glanua

🔗 #JOB-2431021

📍 Reading, United Kingdom,

👥 No of positions : 1

🪪 Paid Position

🕐 39 hours per week

€ To be Confirmed

📅 11/03/2026

📅 08/04/2026

How to apply

Application Method :

Please apply to the vacancy by the following means:

Email : recruitment@glanua.com

Open your camera app & point here to view this ad online

Construction - Information Manager

Application Details

In order to work in Ireland a non-EEA National, unless they are exempted, must hold a valid employment permit.Please review the _Eligibility and requirements for an employment permit_ if you are unsure of your eligibility to apply for this vacancy.

Job Description

The primary duties and responsibilities of the Document Controller are outlined as follows:

BIM Execution Plan (BEP) Development: Create, maintain, and enforce the BEP, ensuring alignment with ISO 19650 and client requirements.

Information Delivery Planning: Define Level of Information Need (LOIN), stage completion, and information management.

CDE Governance: Oversee how information flows through GA CDE and Client System - ensure all workflows are efficient and compliant with client requirements and industry best practice.

Standards and Training: Implement BIM standards, manage audits, and ensure training of project teams in digital delivery processes.

Information Handover: Oversee structured data delivery to the client (e.g., asset data, or equivalent) using data to report to Senior Project leads.

Project Completion: Ensure project completion in line with the cost forecast for digital delivery, and record all lessons learned

Knowledge, Skills, and Experience:

The prior knowledge, skills and experience required of the Digital Coordinator are outlined as follows:

Qualifications & Experience:

Degree in Information Management, Construction Management, Engineering, Architecture, or related field.

Certification in BIM / ISO 19650 Information Management (e.g., BRE, BSI, or equivalent) preferred.

Minimum 3–5 years' experience in BIM or information management roles within construction or infrastructure projects.

Familiarity with data governance and digital transformation frameworks.

Key Skills & Competencies:

Strong knowledge of ISO 19650 series and UK BIM Level 2 standards.

Experience with CDE platforms (Autodesk BIM 360, Autodesk Construction Cloud, ProjectWise Explorer, Aconex, Asite, Viewpoint.

Understanding of data structures, metadata, and interoperability.

Excellent attention to detail, organisational, and coordination skills.

Ability to communicate complex digital information clearly to multidisciplinary teams.

- **Sector:** construction

Career Level

○ Not Required

Candidate Requirements

(Essential)

○ **Minimum Experienced Required (Years):** 2

○ **Minimum Qualification:**Level 7 (incl Diploma & Ordinary Bachelor Degree)

(Desirable)

○ **Ability Skills:** Administration, Communications, Computer Literacy

○ **Compentency Skills:** Collaboration, Decision Making, Flexibility, Initiative