



## **Revit Drafter - Success Profile**

This Success Profile details the requirements for success and the conduct needed to uphold the role of Revit Drafter. This document is valid for 12 months and is intended to convey concisely the areas of focus and accountability for the year ahead.

At the core of success is understanding the purpose of your role, your circle of influence, the attributes needed to execute your role and the behaviours required. These are separate sections of this document and paint a picture of holistic performance and skills that will equip you to achieve your measurable objectives in 2022/2023.

### **Purpose**

The Revit Drafter role exists to service our external clients through the production of high quality, colour 3D shop drawings of precast elements using the APTUS Coupler System.

Tasks include:

- Using Revit to produce high-quality 3D shop drawings of Precast concrete elements utilizing the APTUS Coupler System.
- Following drafting processes in the business and using Revit automations set up to streamline shop drawing production.
- Coordinate with architectural and structural Revit models.
- Liaising with internal and external stakeholders, running RFI's with engineers and architects to co-ordinate and detail complex structures.
- Following internal quality assurance and checking processes to ensure all shop drawings leaving the office are accurate and error free.
- Assisting with advice and support for external drafters and shop detailers using the APTUS Coupler System.
- Using Revit to produce high-quality 3D shop drawings of traditional precast elements.

The successful candidate will be able to take ownership of drafting projects with support from the APTUS team, from hand over from the estimating team to final project delivery.

## Priorities

In the 2022/2023 financial year the Revit Drafter will be accountable for achieving the below objectives.

To be effective in the role you will focus on results in the following areas:

- Be a team player in a relaxed and flexible working environment.
- Demonstrate in depth ability to efficiently use Revit to produce high quality 3D shop drawings.
- Demonstrate attention to detail, ensuring the accurate completion of all work.
- Demonstrate strong communication skills and a proactive approach to stakeholder engagement.
- Develop and demonstrate complete understanding of APTUS products and their application.
- Be customer centric, understand what is needed and how APTUS can deliver it.

## Attributes

The Revit Drafter utilises and further develops the following attributes that create their pathway to success in the role.

- **Adaptable** - you juggle things to meet changing demands and progress multiple tasks simultaneously.
- **Detail** – you pay attention to the small things that others may miss, ensuring accuracy.
- **Organiser** – you are exceptionally well-organised in everything that you do.
- **Completer finisher** – you get things done!
- **Solutions-focused** – you love to solve problems, the more difficult the better.
- **Persistence** – you achieve success by persevering, particularly when things are difficult.
- **Customer focus** – you work with the end client in mind.
- **Team orientated** – you enjoy being part of a small team, working collaboratively and taking ownership of our own work.
- **Personable** – you establish rapport and relationships with others quickly and easily.
- **Pride** – you strive to produce work that is of the highest standard and quality.
- **Drive** – you are self-motivated, pushing yourself hard to achieve the goals you set.
- **Continuous Improvement** – you constantly look for better ways of doing things and how things can be improved.

## Circle of Influence

The Revit Drafter works most closely with the Senior Revit Drafter, Drafting Manager, Engineering Manager, the Senior Structural Engineer and external clients. The success of this relationship will be determined by the delivery of client jobs, meeting deadlines and proactively solving detailing issues within the support structure of the APTUS team.

On the client side you will liaise with pre-casters, builders, architects, and consulting engineers to resolve detailing issues as they arise. Maintaining strong working relationships with internal and external partners leads to easier project execution and is a priority of the Revit Drafter.

### **Success Measures in 2021/22**

The following measures will be used to determine the degree of success demonstrated throughout the first year.

#### *In the first 3 months:*

1. Demonstrate a high level of proficiency in Revit.
2. Produce high quality 3D shop drawings of precast elements utilizing the APTUS Coupler System.
3. Developing an understanding of the product, its application and how APTUS can deliver to our clients.
4. Demonstrate attention to detail, utilising self-checking methods to ensure limited mistakes are present in your work.
5. Demonstrate a strong ability to analyse and interpret structural and architectural drawings/plans and models.
6. Demonstrating strong communication skills and proactive approach to stakeholder engagement.
7. Developing professional relationships with your team, clients, and stakeholders.

#### *In the first 6 months:*

1. Building strong professional relationships with your team, clients, and stakeholders based on trust, respect and effective communication.
2. Completing all tasks on time, accurately and to a consistently high standard.
3. Demonstrating a sound understanding of processes.
4. Taking ownership of a project from handover from the estimating team through to final delivery with support for the APTUS team.
5. Exercising sound detailing judgment based on your knowledge and experiences.