Senior Design Coordinator | Tier One Contractor | Dublin, Ireland



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- Senior Design Coordinator opportunity with a leading main contractor.
- Involvement in the coordination and management of design across major construction projects.
- Permanent position offering a competitive salary, company vehicle or travel allowance and an attractive benefits package.

Oradeo Recruitment is seeking an experienced Senior Design Coordinator for a leading construction contractor in Dublin. The successful candidate will have a strong design background and proven experience managing design projects, playing a key role in coordinating architectural, structural and engineering information throughout the project lifecycle.

Senior Design Coordinator Responsibilities:

- Manage the coordination of architectural and engineering information in conjunction with the site team, ensuring accurate setting out of the project.
- Coordinate utilities and services between Mechanical and Electrical Engineers and the various utility providers.
- Prepare and maintain the project Information Schedule in conjunction with the Project Manager / Site Manager.
- Issue information requirements to the relevant architects and engineers in accordance with the contract programme.
- Regularly monitor the Information Schedule, reporting progress and highlighting any issues or delays to the Project Manager / Site Manager.
- Coordinate and manage the technical submittal process for all project elements and components.
- Prepare and maintain a technical submittal tracking system to monitor

approvals in line with the contract programme.
- Monitor technical submittals and advise the Project Manager of progress and any issues arising.
- Prepare and maintain procurement tracking schedules based on approved technical submittals and cost approvals.
- Respond promptly to queries raised throughout the contract and ensure all queries are accurately recorded and managed.

Necessary Skills & Requirements:

- Minimum of 6 years' industry experience working as a Design Manager.
- Experience across Commercial, Residential, Data Centre or Industrial projects.
- Relevant third-level qualification in Engineering or Architecture.
- Strong design background with proven experience managing design projects.
- Previous main contractor experience is desirable.
- Excellent attention to detail, organisational and planning skills.
- Ability to self-manage, prioritise workloads and work to tight deadlines.
- Strong communication skills, with the ability to liaise effectively with colleagues, project teams and clients.

For more information about this Senior Design Coordinator position or other senior construction & engineering opportunities, contact Oradeo Recruitment confidentially on +353 16877188 or email recruitment@oradeo.com

About Oradeo – Oradeo Recruitment are specialists in the construction & engineering sector. We are a leading service provider in Ireland, the UK, and Europe for professional recruitment services and managed labour across Construction & Civil Engineering, Data Centres, Mechanical & Electrical, Life Sciences, and Renewable Energies sectors.