



Come design with us.

Founded in 1992, our firm is growing and is seeking a project architect to join our team. Our office has a diversity of work with food service, retail, faith-based, higher education, corporate, commercial, and industrial projects. Our goal as an architecture firm is to provide the environment to allow employees to express themselves professionally and be rewarded for the growth and performance as an architect.

Job Description

Architecture by Design is seeking a licensed (or soon to be licensed) architect to join our team. We are looking for a talented, self-motivated individual with strong organizational, management and interpersonal skills; who works effectively with clients to provide innovative solutions; and who will help plan and inspire the work efforts of others.

Client interaction is a crucial responsibility of this role. The ideal candidate for this position will not only be able to build and grow successful client relationships, but will *enjoy* it! This candidate should be a self-starter and problem solver, who is fluent with codes, architecture principles and practices, and uses critical thinking to provide the best solutions. The candidate must be proficient in AutoCAD and have an understanding of all building systems including structural, fire protection, electrical, HVAC, and plumbing. This position will be responsible for managing a variety of projects in multiple jurisdictions and will coordinate the work of other architects, engineers, and designers.

Responsibilities

- Lead project designs, direct other architects and designers to complete architectural designs in accordance with accepted practices and company standards
- Assist with and lead the development of contract documents including drawings, details, specifications, budgets, and installation scopes of work
- Able to handle several small projects simultaneously in a fast-paced environment
- Supervise and direct assigned project personnel and control projects including productivity, man-hours used, project changes, and adherence to predefined scope of services
- Maintain project correspondence file to include project-related memos, letters, scope change documentation, and associated documents
- Mentor other architects and designers to facilitate a learning experience for subordinate personnel
- Work with Manager for team improvements, technology needs, sales strategies, proposal development, and production efficiency
- Maintain positive client relations and develop potential work opportunities
- Good listening skills

Specifications

- Accredited Bachelor of Architecture / Master's Degree is required
- State Registered Architect is preferred
- Minimum 6 - 10 years of post-graduation experience in at least one of our markets
- Valid driver's license and transportation for fieldwork and site travel

Benefits

- Health insurance
- Paid time off
- Retirement plan