

Project Architect:

This position is a key contributor in supporting the design, development, coordination and execution of multi-disciplinary small to large scale projects. You will focus on developing design solutions, working with customers to exceed expectations and deliver on deadlines. You will collaborate with project team members on building construction and renovation projects with responsibilities including; renderings, architectural design, code compliance, preparation of construction drawings and quality control.

Duties and Responsibilities:

- Producing complete construction documents and coordination under the direction of the Director of Design.
- Establish and maintain project schedules.
- Effectively communicate with team members, owners and consultants.
- Prepare presentation documents and conceptual designs including 3D renderings.
- Produce work within a given schedule using standard procedures. Ability to organize work flow, set priorities, effectively manages one's own time and ability to solve practical problems.
- Demonstrates the ability to effectively communicate with employees, clients and consultants using verbal, written and interpersonal skills.
- Ability to create accurate drawings without sacrificing production volume.

Qualifications

- BS in Architecture or associates degree plus equivalent experience
- Minimum of five (5) years of commercial design and production experience with conceptual, schematic and construction documents;
- Ability to manage multiple projects in various phases of design simultaneously.
- Knowledge of accessibility, life safety and building codes including space, function and design requirements
- Experience with new construction, remodels and tenant improvements is preferred;
- Excellent written and verbal communication skills;
- Proficiency in AutoCAD and Revit required.
- Enthusiasm for the design/build approach including collaboration with engineering and construction professional
- Marketing and business development experience is not required but desirable.

Compensation

- Compensation and benefits package is offered, commensurate to the employee's qualifications and experience. Applicants shall present any salary expectations with submission.
- Division1Design offers a benefits package including a competitive salary, health insurance, PTO, paid holidays and a 401(k) plan with company match.

Please send a resume with cover letter and salary expectations to:

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Or email to bjgivens@division1design.com