

Job description

Project Architect

ADG Architecture, llc is looking for a Project Designer/ Architect to join their team of design professionals. ADG Architecture has a reputation for quality, innovation, professionalism, lasting relationships with our clients, and a commitment to excellence in each design since 1990. Our dynamic architectural practice spans multiple market sectors including Commercial, Educational, Governmental, Religious, Animal Care, and Safety & Security. We believe in investing in our team members through professional development and community involvement. We are seeking a Project Architect that is passionate and has a strong desire to work collaboratively throughout the design process with our Project Managers. This team member should have experience of working on a range of different building types, be able to prioritize tasks and be able to meet competing deadlines. The Candidate activities will include:

- leading a team of production staff in producing design and construction documents,
- coordinating and communicating with consultants and engineers,
- establishing and managing project schedules and budgets,
- meeting project deadlines,
- establishing project scope of work,
- conducting client meetings,
- conducting construction meetings,
- producing project specifications,
- ensuring compliance with building code and zoning requirements,
- overseeing building department review and approval,
- performing construction administration services,
- assisting with bid and permit portions of a project,
- producing project proposals and editing contracts with clients,
- and performing quality control review of drawings and specifications.

QUALIFICATIONS

- Bachelor's Degree in Architecture.
- Architecture license or individual pursuing registration is required.
- Understanding and experience in using Revit/BIM is required.
- Understanding and experience in Technical Quality and Constructability reviews.
- Understanding of specification writing and project manual assembly.

Salary is commensurate with experience. Join us for a more collaborative approach to the built environment. Qualified candidates should submit their resume, portfolio samples, and references.

Employment Type

Full-Time

Job Type: Full-time

Pay: \$80,000.00 - \$105,000.00 per year

Benefits:

- 401(k)
- 401(k) matching
- Dental insurance
- Health insurance
- Life insurance
- Paid time off
- Professional development assistance
- Referral program
- Retirement plan
- Tuition reimbursement
- Vision insurance

Compensation Package:

- Bonus opportunities

Schedule:

- 8-hour shift

Experience:

- AutoCAD: 3 years (Preferred)
- Revit: 3 years (Preferred)

Work Location: In person.