

Job Title: Senior Architectural Designer**FLSA Status:****Exempt****Reports to: Project Manager / Managing Partner**

SUMMARY

Leads planning and design efforts of projects by performing some or all of the following duties.

Primary Responsibilities:

Include the following and other duties may be assigned.

- Consults with Project Manager or Senior Project Architect to help determine functional and spatial requirements of new structure or renovation.
- Creates initial design concepts staying within the parameters of the Owner's construction budget.
- Assists Project Manager or Managing Partner in planning the layout of projects, including determination of functional and spatial requirements and exterior building image.
- Coordinates with various team members during the implementation of the design.
- Prepares design presentations for client review and approval, in conjunction with Managing Partner and Project Manager.
- Prepares project designs using multiple graphic tools.
- Maintains a free flow of communications with the Project Manager and Managing Partner relative to the activities on assigned projects.
- Receives project direction from the Managing Partner and/or Project Manager.

Job Requirements:

- Must have four years' college or university degree or four years related experience and/or training or equivalent combination of education and experience.
- 10+ years related experience.
- Must be fluent in reading, writing and speaking the English language.
- Must have the ability to communicate effectively and work efficiently with team members.
- Must have the ability to effectively present information and respond to questions from the Project Manager and Senior Project Architect.
- Must be proficient in AutoCAD, Revit, Adobe and Microsoft Office Suite. Additional technical skills preferred, such as Google SketchUp.