

FIELD

ARCHITECTURE

POSITION PROFILE

POSITION TITLE: Junior Designer/ Job Captain

REPORTING TO: Junior Designer/ Job Captain reports to a Project Manager or Principal

LOCATION: Palo Alto, CA

Website: <http://fieldarchitecture.com/>

Field Architecture (FIELD) is an award-winning firm based in Palo Alto, with engaging clients and innovative projects across diverse regions of California, and beyond. We are looking for a talented individual to contribute to inspired project design and development. Our ideal candidates are both creative and technically minded, highly motivated, self-reliant, and interested in growing with our firm. Our work environment is casual and stimulating, with direct interface with the firm principals and project teams, and exposure to all phases of design and construction.

We primarily design high-end custom homes for private clients, creating an architecture that is congruous with the site, and fosters a connection between people and land. Whether through conversation, drawing or model, our designs are born from a dialogue that is infused with optimism and sensitivity. View some of our projects here: <http://fieldarchitecture.com/work/>

Due to our consistent growth, we seek the following position with details listed below.

This is a salaried, full time positions with benefits.

JUNIOR DESIGNER/ JOB CAPTAIN POSITION DESCRIPTION

SCOPE AND RESPONSIBILITIES:

Position Overview: FIELD is looking for a talented individual to contribute to inspired project design and development. Our ideal candidate is able to effectively participate in all phases of the projects and is interested in growing with our firm. Responsibilities include:

- Support project team in Drawing Set production and coordination of Revit model
- Assist in production of presentation materials
- Communicate with project team members to ensure smooth work-flow and track project progress
- Coordinate day-to-day relationship with clients
- Coordinate and interface with consultants
- Take part in interaction with various jurisdictions
- Maintain relationships with clients, contractors, and consultants to provide a high level of service

EXPERIENCE/SKILLS REQUIRED:

We realize that every interested candidate might not have all of the desired experience, but here is what we are looking for in terms of experience and skills... the more you have, the better!

- 3 to 5 years of architectural practice experience
- B.Arch or M.Arch from an accredited school of Architecture

- Licensed or on licensure track in California
- Experience in the production of construction documents and ability to develop details
- Modeling and documentation proficiency in Revit
- MS Office Suite. Excel. Adobe: Photoshop, Illustrator, InDesign. (PC based office)
- 2+ years of direct experience with document production and consultant coordination
- Knowledge of the California Building Code
- LEED Accreditation preferred
- Strong collaboration and organizational skills are a must
- Excellent verbal, written, and graphic communication skills
- Hands on approach and flexibility are a must
- Ability to work on multiple projects simultaneously and independently
- Ability to efficiently interface with project team and clients and contribute to a positive, engaged working environment
- Shows initiative, pro-activity, and pride in their work

TO APPLY:

Please email your resume, statement of interest, and samples of design and construction documents work (5mb maximum in PDF format) to careers@fieldarchitecture.com.

Qualified resumes with cover letter will receive notification of receipt.