

Position: Project Architect

Qualifications

- Professional Degree in Architecture
- 5+ years working in the field of Architecture
- Experience working on Federal Government Projects
- Registered Architect in Washington State
- NCARB Certification
- COVID Vaccination

Key Responsibilities

- Prepare and oversee the preparation of concept, schematic design, design development and construction documents
- Assist in the preparation of project specifications
- Field work
- Assist with the timely submittal of drawings to the appropriate authorities having jurisdiction
- Review and understand applicable building codes and other standards
- Prepare zoning and building code analysis and review
- Conduct quality control reviews of contract documents to ensure quality documents
- Coordinate with engineering consultants
- Consult with clients throughout development and implementation process keeping clients and project stakeholders informed of progress
- Review shop drawings and submittals, respond to RFI's and other contract administration tasks

Skills

- Proficiency in Revit and AutoCAD
- Ability to effectively manage multiple tasks and provide timely response to all project stakeholders
- Professional style of verbal and written communication
- Strong organizational skills and exceptional attention to detail
- Motivated, self-starter who works well independently or as a team
- Builds positive working relationship with peers and colleagues

Work Location

- 100% Remote

Schedule

- Monday – Friday

- 8-hour workday flexible schedule

Benefits

- Health insurance
- Dental insurance
- Paid time off
- 401(k) Matching
- Bonus Pay

Compensation

- Compensation is commensurate with experience and includes paid time off, company sponsored health insurance plan (medical and dental) and 401(k) matching plan.

Armitage Architecture is an equal-opportunity employer. All qualified applicants will receive consideration for employment without regard to race, religion, color, national origin, gender, age, sexual orientation, gender identity, status as a protected veteran, or status as a qualified individual with a disability.

EEO Employer / Vet / Disabled

As a Federal contractor, Armitage Architecture complies with all Federal guidelines. Due to the current mandates on COVID-19 vaccinations, if you are offered employment, you will be required to provide proof of vaccination as a condition of employment unless you are legally entitled to a religious or medical accommodation.