

## **Architectural Associate** DesignSmiths Architects, Traverse City MI

**Firm Profile:** DesignSmiths is a full service architecture and design studio based in Traverse City, Michigan. Our work includes a wide range of residential and commercial project types and scales. Please visit our website at [designsmiths.us](http://designsmiths.us) for more information. We currently have an opening for an Architectural Associate.

### **Architectural Associate**

Tasks will include the following: Client communication, design support, document production and detailing from as-builts through contract documents, travel to job sites, and construction and office administration. Qualified candidates must have strong design, technical and communication skills; and a sincere passion for creating innovative and thoughtful design solutions.

**Qualifications:** We realize that every interested candidate might not have all of the desired experience, but here is what we are looking for, the more you have, the better.

- Minimum one year of professional experience in architecture
- Zero to three years of post-graduate experience in architecture
- Outstanding communication and organizational skills
- Comfortable interacting with clients, studio mates, consultants and contractors
- Strong creative and technical skills
- Document Production: Ability to produce design and construction documents
- Proficiency in AutoCAD, Sketchu-up/Rhino and rendering. Experience with Vectorworks preferred
- Expertise in Adobe CS suite: Photoshop, Indesign, Illustrator, etc.
- Advanced digital modeling and rendering capability, preferred
- Physical Model Making
- Pre-professional degree in Architecture, Interior Architecture or Design
- Some knowledge of traditional and contemporary construction assemblies and fabrication techniques desirable

Compensation packages commensurate with experience and knowledge.

Please send resume, cover letter and samples of professional and academic work to [smiths@designsmiths.us](mailto:smiths@designsmiths.us) and reference the position title. If group work is presented, please clarify your role. Mentioning your connection to Traverse City is helpful. Applicants must have long term work status in the US.

We are unable to accept phone or in-person inquiries regarding this position. We will contact all applicants upon receiving a complete submission.