

18.11.13

Environment Architects  
Traverse City, MI

### Project Architect

Environment Architects located in downtown Traverse City is seeking a Project Architect to join our fast-paced small office environment. Based on our office size you will have the opportunity to be involved in all aspects of the profession with opportunities for growth and management for a motivated and skilled individual.

#### POSITION REQUIREMENTS:

Licensed Architect

Team Player

Organized

Minimum of 10 years experience in field with 5+ years experience in Project Management

Strong Technical Skills for Residential and Commercial Projects (knowledge of construction practices and codes)

AutoCAD drafting expertise

#### POSITION RESPONSIBILITIES:

Ability to manage multiple projects of varying size through all phases

- Design into Design Development; Coordinating with Engineering Consultants and strong emphasis on Code Review and Compliance
- Develop Construction Documents for bidding and construction with emphasis on construction detailing; Continued Coordination of Engineering Consultants
- Ability and experience in bidding process, shop drawing review and construction administration through punch list and close out
- Represent our firm values to clients, consultants and contractors.

#### DESIRED PROFICENCIES:

- Sketch-up
- Strong design sensibilities including confidence in Interiors
- Ability to help our office transition into Revit

Salary commensurate with experience and benefits include insurance stipend; paid vacations; retirement plan.

Please send resume by email to [ray@env-arch.com](mailto:ray@env-arch.com)