

Job Title:

Project Manager/ Intermediate Level Architect

Job Type:

Architecture

Job Status:

Part time/ Full time

Location:

Santa Ana, California (Orange County)

Short description:

YNG Architects was established in 2005 to provide integrated sustainable architecture, and excellence in design & project delivery. In 2015 we became a design build company. Our projects include commercial buildings, tenant improvements, hotels, churches, preschools, single and multi-family residences. We practice an intentional collaborative process with the client, the city and the consultant team throughout the design process. We are looking for a strong candidate to grow with our company. (This position is 30 hours a week with the potential to grow to 40 hours a week, based on workload.)

Duties and Responsibilities:

Manage various projects ranging from small residential additions to larger multi-family developments, mixed-use projects, commercial tenant improvements, and hospitality design.

Work well with the principal architect and fellow staff in a team oriented collaborative environment

Provide design solutions

Correspond with the clients, consultants, and building officials

Document as-built conditions and prepare as-built drawings

Prepare design development and construction documents

Permitting- zoning research through application and permit tracking

Provide construction observation

Skills/ Requirements:

5-10 years of professional experience

Minimum 2 years of project management experience

Knowledgeable in materials and methods of construction

Experience in producing design and construction documents in AutoCAD

Good design skills

Experience in 3D and Adobe Creative software is a plus

Experience in dealing with governmental review agencies & codes

Sufficient knowledge of engineering disciplines to coordinate work

Experience in construction observation

Licensed or actively seeking professional licensure

Ability to communicate effectively with clients, consultants, contractors, and team

Ability to multi-task and prioritize tasks against deadlines

High level of organization and attention to detail

Willingness to pitch in a team-oriented atmosphere wherever needed

Education requirements:

Bachelor of Architecture or Masters in Architecture Degree

Salary/ Wages:

Commensurate with experience

Additional Notes:

Interested candidates should submit a cover letter, resume, and samples of work to:
yenny@yngarchitects.com

We look forward to hearing from you soon.