Job Title: PROJECT MANAGER – LANDSCAPE STUDIO

Reports To: Designated Supervisor, Principal
Classification: At-will; Non-Exempt

ABOUT AO:

WE are better together.

Here at AO you’re not just a number, you’re family. We believe in casual Fridays, company sponsored events, annual holiday parties, picnics, bowling and more. As the host of Toastmasters International, we seek to expand one’s confidence in public speaking, leadership and teamwork while providing both professional and personal growth. With collaborative work spaces and driven coworkers AO welcomes creativity, learning, and lasting relationships.

Since its founding in 1974, AO has evolved from a 2 man single office to an award winning full service firm spanning a campus of 5 buildings in Orange and 1 office in San Diego, an engaged staff of 290+ souls and 10 Studios (Multifamily, Retail, Hospitality, Restaurant, Mixed Use, Office, Industrial, Parking, Landscape and Global Design). Just like Historic Old Towne Orange where we are located, AO is family focused, hardworking and built to last. AO believes in the power of relationship. Everything we do is motivated by what it takes to be effective and successful for our clients. We value service, our people, a roll up your sleeves attitude and continuous improvement. If you are young in your career, come grow with us. If experienced, come get better with us. There is no one like you, and there is no place like AO.

CORE EXPECTATIONS:

- Able to manage projects and to manage concurrently
- Maintain relationship with clients and demonstrates leadership in all aspects of a project including but not limited to management, design and technical components
- Able to plan, schedule and direct the work of the team and make appropriate task assignments
- Provide oversight through all phases of project development and construction
- Expected to provide appropriate and timely feedback to the project Principal and to direct the work of the staff to achieve project goals
- Able to determine the constructability of design alternatives and determine those alternatives most appropriate to project constraints.

Some things we’d love to see:

- Proficiency with AutoCAD, Adobe Photoshop, Acrobat and Sketchup
- Landscape experience a plus, but not essential
- Minimum of 10 years of experience in the management of architectural project design, design development and construction document preparation

BENEFITS:

We offer all the benefits of a big firm, with all the human connection of a small one. You will never be a number at AO. Come join our community.

Partial list of benefits:

- Full Suite of Medical, Dental, Life & Supplemental Insurance
• Ongoing Education and Exam Reimbursement
• Most Medical Plans fully paid for employee only coverage
• Company Paid Basic Life Insurance & Long Term Disability
• Retirement Plan, Health Savings and Flexible Spending Accounts
• Overtime Compensation for Hourly Employees
• Paid Vacation, Holidays and Sick Time
• Flexible Schedule
• Rail Station one block from campus

HOW TO SUBMIT YOUR RESUME:
Please apply directly through our Website at www.aoarchitects.com
Or copy and paste the link below:
https://www.paycomonline.net/v4/ats/web.php/jobs/ViewJobDetails?job=10763&clientkey=E03D692347E20995CF41277C3DF4D75A