

Job Title:

Project Manager/ Intermediate Level Architect

Firm Name:

YNG Architects, Inc.

Location:

Santa Ana, CA

Job Type:

Architecture

Job Status:

Full time / Part time

Firm Profile:

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 40 hours a week, with the option of 30-35 hours, if preferred).

Job Description:

- 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

Job 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 Range:

Commensurate with experience

Contact Information:

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

We look forward to hearing from you soon.