

a.) Job Title: Architectural Project Manager

b.) Firm Name: TCA Architects

c.) City Position is Located In: Los Angeles, CA

d.) Firm Profile: Founded in 1993, TCA Architects specializes in the planning and design of next generation, high density multifamily housing, retail, mixed-use and signature hospitality developments taking pride in helping shape quality environments for everyone. The firm's collaborative approach and industry leading technological expertise have resulted in award-winning, sustainable projects that respect our communities and the environment. With studios in Irvine, Los Angeles and Oakland California, TCA has been recognized for their industry leading expertise in master planning and design for a variety of multifamily, hospitality and mixed-use projects.

e.) Salary Range: Undisclosed Salary

f.) Job Description:

**PROJECT MANAGER - Los Angeles**

Founded in 1993, TCA Architects specializes in the planning and design of next generation, high density multifamily housing, retail, mixed-use and signature hospitality developments taking pride in helping shape quality environments for everyone. The firm's collaborative approach and industry leading technological expertise have resulted in award-winning, sustainable projects that respect our communities and the environment. With studios in Irvine, Los Angeles and Oakland California, TCA has been recognized for their industry leading expertise in master planning and design for a variety of multifamily, hospitality and mixed-use projects.

We are looking for a Project Manager (PM) to work directly with our Studio Director (SD) to direct a project team in the schematic design process, throughout the production of contract documents, and into construction administration. In addition to the SD, the PM will collaborate with designers and other project teams, as well as our internal Quality Control team, to efficiently deliver the design intent of the project. Tasks include oversight of the complete contract documents, including redlining drawings and specifications, monitoring of budgets and billings, preparation of additional service requests, coordination and management of consultants, and training and mentoring of the documentation team.

**Qualifications:**

Minimum 8 years of architectural experience with 6 years of experience working on multi-family projects required  
Knowledge of Revit required  
Construction administration experience preferred  
Excellent organizational skills and an ability to prioritize and multi-task

**Education:**

Bachelor's degree in Architecture required

California licensed Architect preferred

**Position Location:**

The Project Manager will be located in our downtown Los Angeles office.

**About TCA Los Angeles:**

TCA's Downtown Los Angeles studio is within walking distance to numerous acclaimed restaurants, a burgeoning retail scene, the Fashion District, Staples Center, the Convention Center and Nokia's LA Live. Lead by TCA Principal Eric Olsen, the staff enjoys its role as part of the vibrant urban environment. For those that live outside downtown, the studio has convenient access to wide variety of public transportation such as the Metro system just blocks from the front door, as well as nearby Amtrak and Metrolink stations. And, with the boom of residential housing in the area, many of the team members have chosen to live and work and play right in the heart of Downtown LA!

**Benefits:**

TCA offers a comprehensive benefits package including medical, dental, vision, 401K, short and long term disability, life insurance, paid holidays, vacation and paid time off. We also offer bonus opportunities and the opportunity to work a flexible schedule with half days on Friday.

As part of our commitment to our staff's professional development, TCA provides a full library of IDP materials to train and expose young professionals to various areas of architecture and become more well-rounded Architects as they prepare for licensure. TCA also reimburses for successfully completed ARE tests, as well as CA licensing fees.

TCA provides equal employment opportunities (EEO) to all employees and applicants for employment without regard to race, color, religion, sex, national origin, age, sexual orientation, disability or genetics.

For more information, or to apply now, you must go to the website below. Please DO NOT email your resume to us as we only accept applications through our website.

<https://www.applicantpro.com/j/815684-11669>

g.) Job Requirements: Degree

h.) Contact Information: For more information, or to apply now, you must go to the website below. Please DO NOT email your resume to us as we only accept applications through our website.

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