

Job description

Job Captain

Tate Snyder Kimsey Architects (TSK) is a 50+ year architecture firm providing services for architecture, planning, interiors, and environmental design to Educational and Judicial clients throughout the United States and China. Our firm has worked successfully with public and private entities to complete more than 500 Higher Education, K-12, and Courthouse projects. Our projects have garnered more than 70 design awards at the local, state, regional, and national levels.

At TSK, our architects and design professionals share a single vision – preserve a positive work environment that attracts and retains talented people who, in turn, nurture effective and consistent client relationships.

Our Los Angeles office is in a growth mode and seeking an experienced Job Captain for Educational and Judicial projects. Background in Educational and/or Judicial design is not a requirement for this position, but a strong advantage. A candidate must exhibit strong organizational and communication skills and be accustomed to working in a team environment with tight deadlines. As an Architecture Job Captain, you will be responsible for organizing, managing, and producing quality contract documents in all phases of design and construction. The role requires the ability to manage multiple aspects of internal team, consultant, and client coordination under the supervision of a Project Manager. This position requires a candidate who can work with minimal direction and be able to execute the responsibilities given to them by project and office leadership.

Responsibilities:

- Prepare solid and well-coordinated Construction Documents.
- Research and develop technical architectural construction detailing.
- Track and implement the repercussions of revisions throughout a set of drawings.
- Navigate and research Building Codes, Accessibility requirements, Local Codes and Zoning Ordinances.
- May supervise a small group of support staff on a per project basis.
- Document and coordinate technical program requirements and schedules (electrical, equipment, door and hardware, etc.) as received from the client with design team and consultants.
- Perform QA/QC on drawing packages.
- Participate in client meetings and communicate effectively.
- Communicate both verbally and in writing to assign tasks to office support staff, consultants, and vendors.

Qualifications:

- 8 – 10 years of experience minimum, post-education, in architecture required.
- Strong ability for technical problem solving.
- Experience coordinating drawings and specs with consultants required.
- Proficient comprehension and navigation of California codes required.
- Experience in Construction Administration phase of projects.
- Must be proficient in most recent version of Revit. Advanced users a plus.
- Must be able to effectively prioritize tasks.
- Proficiency in AutoCAD, Sketch up, Adobe suite, Microsoft suite a plus.
- Accredited Bachelor's Degree in related field of Architecture preferred.
- In process of obtaining Architectural license a plus.
- LEED accredited a plus.
- DSA experience a plus.

Job Location:

Los Angeles, California

Firm: TSK Architects:

TSK is one of the region's leading firms, providing innovative solutions to the challenges of public architecture. The firm has offices in Henderson, Nevada; Reno, Nevada; Los Angeles, California; and Shanghai, China.

Collaboration creates great architecture. When it comes to the design of an architectural project, the concerns and ideas of all contributors are considered. The people who live and work in the places we design and build will have a more intimate relationship with the buildings than we will. We measure ourselves through the ability to design projects that inspire clients and that realize their values, needs, resources and expectations.

We aspire to design projects that span decades. For our work to outlive us, we consider not only the cost of what it takes to raise a building, but also the costs it takes to maintain it. We also design to minimize the consumption of non-renewable resources, contribute positively to the environment and design architecture that connects the inhabitant to the world around them. We look to help reveal the beauty of the surrounding landscape, capture seasonal changes and engage the climate to create architecture that is simple and yet greater than the sum of its parts.

Contact:

Please send resume and portfolio if appropriate to: losangeles@tska.com