

Project Manager/Designer

Office Overview:

McClellan Design is a boutique design firm based in the city of Orange, California specializing in high end contemporary residences worldwide. Our projects reflect our interest in the tradition of modernism that is prevalent in Southern California. We are located in the hub of many great restaurants and within walking distance to the Metrolink train system in downtown Orange. Our office is set up in a studio like atmosphere with opportunities to work on all levels of projects from schematic design to construction administration. It is a fast-paced environment where we work together as a team in order to handle multiple projects at once.

Role Overview:

We currently have an expanding workload and are looking for an individual that is knowledgeable in residential architecture with a strong work ethic, capable of understanding and handling multiple projects with minimum supervision. The applicant will be required to execute their job responsibilities while taking initiative to find ways to improve work flows and efficiency within the office.

Job Position: Project Manager/Designer

- Responsible for advancing a project or projects(s) through design development and the construction documentation phases.
- The ability to produce a set of organized design development and construction drawings.
- Candidates must be extremely organized and capable of multitasking.
- This is a full-time position.

Requirements:

- 4-6 years of professional experience
- Degree in Architecture, minimum BArch
- Experience in design development and working drawings.
- Have previous experience leading project coordination with both consultants and governmental agencies.
- Experience in production of construction documents in both AutoCad and Revit.
- Knowledgeable of construction and building codes.
- Ability to create detailed digital models as well as the ability to visualize and process three-dimensional spaces based upon two-dimensional drawings.
- Knowledge of Photoshop, 3D modeling and rendering programs including Sketch-up and Revit is a must.

- Must be self-motivated, enthusiastic, a diligent worker and strong team participant.
- Permanent legal US work status
- Fluent in English with excellent written and verbal communication skills.
- Expected long-term commitment.

Full Time Benefits:

- Competitive salary based upon experience.
- Paid Holidays
- Accrued vacation days

Application instructions:

- Send cover letter, resume and digital portfolio to Bernardo at jobs@mccleandesign.com
- Package should be no more than 10 MB
- No phone calls please

Website: www.mccleandesign.com

Instagram: @mccleandesign