

## Project Manager

We are looking for a high energy, experienced Project Manager in our LA Office to oversee retail, restaurant, and commercial projects that meet a broad range of customer needs in a variety of consumer environments. The ideal candidate will be entrepreneurial, results-oriented and a team player.

If you want to experience an award winning, progressive workplace, check us out at [www.bergmeyer.com](http://www.bergmeyer.com).

### Qualifications:

- Professional degree in Architecture
- Architecture Licensure and LEED AP accreditation preferred
- Proficiency with Revit, Adobe InDesign and Microsoft Office.
- 6-12 years of relevant experience, including recent experience with retail and restaurant projects
- Experience leading interiors and architectural projects
- Experience leading CD and CA phases of interiors and architectural projects

### Essential Skills and Responsibilities:

- Manage client, team, and project coordination and communication for multiple fast paced projects at a given time
- Exhibit advanced technical problem-solving capabilities regarding building construction and technologies
- Strong organizational skills and the ability to communicate effectively and work closely with clients
- Meets deadlines with high quality, thoughtful solutions in a fast-paced environment
- Maintain client relationships effectively while building trust and loyalty and directing the decision-making process related to design
- Manage project finances including fees, contracts, and internal and external budgets
- Experience with navigating brand standards and working with brand-focused clients
- Lead in house team with preparation of existing conditions site surveys and full entitlements code and accessibility reviews
- Navigate hearings with building and zoning officials regarding project approvals (locally & regionally)
- Manage preparation of schematic design, design development, construction document, and LEED documentation packages with project team, consultants, contractors, and vendors
- Perform construction phase services and project close-out

Travel is required

At Bergmeyer, our culture of collaboration welcomes good ideas from wherever they come. We create project teams that thrive on inquiry and investigation, and encourage staff to cultivate new skills, take on additional responsibility, and offer meaningful contributions. We invest in our people with competitive compensation and benefits packages and by contributing to professional development expenses. We value those who are fun and interesting to work with and who make a positive impact on our projects and our workplace.

Interested candidates should send a resume, cover letter with salary requirements, and portfolio samples to: [HR@bergmeyer.com](mailto:HR@bergmeyer.com)

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No agencies and no phone calls, please.  
We are an Equal Opportunity Employer.