

Job Title ENTITLEMENT SPECIALIST – RESTAURANT STUDIO**Reports To:** Designated Supervisor, Principal**Classification:** At-will; Exempt / Non-Exempt**ABOUT AO:****WE are better together.**

Here at AO you're not just a number, you're family. We believe in casual Fridays, company sponsored events, annual holiday parties, picnics, bowling and more. As the host of Toastmasters International, we seek to expand one's confidence in public speaking, leadership and teamwork while providing both professional and personal growth. With collaborative work spaces and driven coworkers AO welcomes creativity, learning, and lasting relationships.

Since its founding in 1974, AO has evolved from a 2 man single office to an award winning full service firm spanning a campus of 5 buildings in Orange and additional offices in San Diego and Santa Clara, an engaged staff of 270+ souls and 12 Studios (Multifamily, Retail, Hospitality, Restaurant, Mixed Use, Office, Industrial, Parking, Landscape, Modular, Science and Technology and Global Design). Just like Historic Old Towne Orange where we are located, AO is family focused, hardworking and built to last. AO believes in the power of relationship. Everything we do is motivated by what it takes to be effective and successful for our clients. We value service, our people, a roll up your sleeves attitude and continuous improvement. If you are young in your career, come grow with us. If experienced, come get better with us. There is no one like you, and there is no place like AO.

Job Description: Lead entitlement efforts in a project lead or support role for AO's Restaurant Studio. Projects consist of large and small ground up new development, renovations and conversions as well as other food based concept programs and experiences.

Core Expectations:

- Direct Experience in the commercial retail, restaurant development entitlement process.
- Knowledge of city planning processes, primarily in CA but experience outside of CA is a plus.
- Ability to manage multiple projects
- Ability to manage a team, internal as well as outside consultants
- Due Diligence – Site Investigation Reporting and Executive Summary Findings Reports
- Quality Communication
- Quality Organizational Skills
- Ability to Champion a project from initial inception through Entitlement Approvals

Some things we'd love to see:

- Ability to manage Entitlement contracts and budgets
- Established relationships with current Jurisdictional Staff
- Creative Problem Solving and Negotiations
- Manage Permitting Team(s)

A NOTE FROM US:

At AO we are always on the lookout for exceptional talent looking to join our organization. While we are not always hiring, we do like to develop connections with talent and build relationships so that we are able to reach out directly to you when the time is right.

BENEFITS:

We offer all the benefits of a big firm, with all the human connection of a small one. You will never be a number at AO. Come join our community.

Partial list of benefits:

- Full Suite of Medical, Dental, Life & Supplemental Insurance
- Ongoing Education and Exam Reimbursement
- Most Medical Plans fully paid for employee only coverage
- Company Paid Basic Life Insurance & Long Term Disability
- Retirement Plan, Health Savings and Flexible Spending Accounts
- Overtime Compensation for Hourly Employees
- Paid Vacation, Holidays and Sick Time
- Flexible Schedule
- Rail Station one block from campus with participation in tax-benefited Metrolink rider program

HOW TO SUBMIT YOUR RESUME:

Please apply directly through our Website at www.aoarchitects.com

Or copy and paste the link below:

<https://www.paycomonline.net/v4/ats/web.php/jobs?clientkey=E03D692347E20995CF41277C3DF4D75A>