Shook Kelley is a 29-year old strategy and design firm with an established reputation for doing highly innovative projects in the retail, restaurant, grocery store and mixed-use development industries. Our un-orthodox process entails a unique blend of social science research, strategic planning, brand strategy, environmental graphic design, merchandising and, of course, architectural and interior design expertise.

We are a coalition of passionate thinkers that use strategy and design to challenge conventional wisdom and advance some of the world’s greatest and most recognized brands. Our zeal and rebellious nature is a byproduct of our unwavering focus; we help entities that rely on physical places and spaces to reach their greater potential through meaningful human experiences. We accomplish this by using an atypical process involving a unique network of disciplines—including business, social science and a broad array of design disciplines—to radically reconsider the ways in which the great value exchange can happen between people and product providers.

We are looking for an Intermediate Level Architect or Designer with at least 7-10 years experience working as a project leader to join our studio in Los Angeles. [Please note: All applicants must have valid US visa or other equivalent to be legally employed in the US. Shook Kelley is not offering international sponsorship opportunities at this time.]

Ideal candidate will have strong capabilities in conceptualizing designs, solving problems, drawing, presentations and leading both clients and teams towards innovative solutions; will have strong technical and workflow management capabilities, along with the natural ability to prioritize a litany of tasks, negotiate schedules, garner trust and credibility, nurture relationships and communicate with extreme proficiency.

This individual will contribute to the overall creative concept of a project and assist in developing the key design direction with other team members. They will also be responsible for contributing to and managing the internal production of CAD workflow and architectural detailing. Strong graphic and verbal communication skills, with the ability to work in a team environment, are critical.

Responsibilities

- Provide project team coordination for the finished plans, specification and material selections required for construction
- Prepare and ensure the accuracy of technical documents and contracts
- Produce technical building envelope and customized interior details
- Participate in the construction administration of project assignments, including quality control
• Work with consultants, contractors, fabricators, specification writers and regulatory agencies to meet overall project objectives
• Effectively communicate with clients, consultants and staff clearly and consistently
• Involvement in project decision-making process and understand the effects of his/her decisions
• Set internal standard of excellence
• Establish a track record of exceeding firm expectations
• Continue to evaluate process and find new ways of improving efficiency as it relates to time and resource management.

Requirements

• Bachelor’s degree in Architecture
• 7+ years of experience
• Ability to self-start and work with team in a unique, small office environment will be paramount to success
• Ability to work with a lead Designer/Architect to complete and augment an overall design direction
• Construction documents and specification experience
• Knowledge of 3D presentation software: Sketchup, Revit, 3D Vectorworks are preferred
• Experience in commercial, retail, restaurant, grocery and/or corporate interiors
• Competence in working with a fast-paced, collaborative design environment
• Strong technical skills including experience and knowledge in building codes, drawing standards and the permitting process
• Proficiency with Archicad, Vectorworks, AutoCad, Illustrator, Photoshop, InDesign, SketchUp and MAC-based systems
• Architectural license or IDP track towards licensure a plus
• All candidates must have well-rounded experience in architecture, with particular focus on design from programming to material selection and detailing.

Technical Skills

• Ability to create and plan a drawing set and presentation that is clean, efficient and understandable and to the complete, technical level required for the type of project being prepared
• Knowledge of the parts of a project/presentation/drawing set and how to assemble them
• Improved ability to coordinate between architectural trades and consultants for the various parts of a project
• Intermediate understanding of the architectural building process, applicable building codes and the phases of construction
• Advanced technical knowledge with the ability to redline; understand and know the most current building systems available
• Implement, assist and maintain office systems and standards
• Flexibility to prepare project documentation in various formats using multiple design and presentation applications

Creative Ability

• Initiate creative schemes for portions of a project and contribute to the overall creative concept
• Contribute to the interaction of the various disciplines, providing creative direction in the relationship of architecture with graphics, branding, etc.
• Sound understanding of the steps and processes involved in the creation of a final design solution, within the context of the firm’s multi-disciplinary environment (including a working knowledge of elements outside of the discipline of architecture, such as dimensional graphics, merchandising and consumer behavior)
• Ability to develop relevant design solutions consistent with the overall project concept and strategy
• Initiate project presentations and generate creative, consistent and understandable presentation materials for clients that clearly communicate concept and design solutions for the overall project

We encourage you to visit our website: shookkelley.com and learn about our work and firm culture.

To apply, please send a cover letter, representative samples of your work, and your resume in low resolution PDF format (links or zip file will not be reviewed) to: shookkelley.applytojob.com/apply/ZTFuenIrbd2/Architect-Designer-Intermediate-Level

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Shook Kelley is an equal opportunity employer. We offer medical, dental and 401(k).