



## Project Architect

(fer) studio, an award winning architect and design studio located in Inglewood, California, seeks for immediate hire, a qualified **project architect** candidates with eight (8) to ten (10) years of experience working within an architect environment.

### GENERAL DUTIES:

- In-house Project Team Coordination: Project Associates; Project Assistants; Interns
- Drawing Set Coordination
- Project Manual Development & Coordination w/ Specification Writer
- Consultant coordination oversight in conjunction with Coordinator
- ACAD Drawing Set Development & Implementation
- Detailing
- Update Project Manager on Project's status
- Review and Redline of Project Drawings in conjunction with Project Manager
- Participate in Client meetings
- Scheduling of project team meetings
- Update of Construction Administration logs (RFI, submittal, etc.)
- Other duties and ad-hoc assignments

### OTHER INFORMATION:

- Local candidates ONLY (Los Angeles area)
- Must be comfortable in a casual and small business work environment
- Please no phone calls, drop-offs, NO agencies

### SUBMISSION REQUIREMENTS:

- Letter of interest specific to the listed posting (pdf format)
- CV/Resume (pdf format)
- Work samples including drawing sheet(s); rendering(s) (pdf format)
- Submit above in a **SINGLE PDF file no larger than 5 MB** to:  
[jobs@ferstudio.com](mailto:jobs@ferstudio.com)
- "Subject Line" should read: **"Project Architect – Jan/Feb 2022"**