

## **Job Captain - Job description**

Hello! Thank you in advance for your interest in KFA Architecture.

**Mission:** KFA reshapes LA by designing great places where people flourish.

KFA, located in Culver City, California and one of the leading design firms in the Los Angeles region, is seeking energetic, enthusiastic, creative, and critical thinkers who aspire to the highest standard of excellence. A good fit at KFA is an individual that has a desire for professional growth, demonstrates interest in both the design and technical parts of the profession, has an eagerness to learn, and a willingness to work hard. Join our collaborative design practice as a Job Captain to work on inspiring and innovative projects in and around Los Angeles, California.

### **Duties And Responsibilities**

- Field questions from the project team. Bring concerns, problems, and proposed solutions to project PM and PA;
- Contribute design ideas and follow through with design intent;
- Maintenance of the project files, champion and enforcer of office standards;
- Responsible for implementing funding/owner requirements and standards
- Assist in preparation of presentation and design drawings and details;
- Delegate work assignments and provide direction and guidance to junior staff;
- Responsible for self-review of work and work of junior staff;
- Assist with consultant coordination as delegated to;
- Assist with plan check/permitting as delegated to.

### **Desired Skills And Experience**

- 5+ years of experience;
- Licensure not required;
- Bachelor's or Master's degree in Architecture from an accredited program;
- Ability to work independently and in a team environment;
- Be proficient in Revit, Bluebeam Revu, SketchUp, 3dMax, and Adobe Creative Suite (Photoshop, InDesign, Illustrator);
- Working knowledge of building codes, standards, building construction, and building structures;
- Experience tracking of project budgets and schedule;
- Drafting construction details as directed.

KFA provides architecture, design, and master planning services for projects throughout the greater Los Angeles metropolitan area using a collaborative approach with each project. We understand the importance of designs that synthesize beauty, marketability, durability, and cost efficiency. The firm's expertise encompasses transit-oriented developments; mixed-use housing,

retail, and office projects; affordable, senior, family, and special-needs housing; hotels and restaurants; educational facilities; and adaptive reuse projects.

KFA is a trustworthy family of creative problem solvers and great listeners. It is the collaborative process that makes our projects great, inside and outside our office. KFA has been recognized as one of LA's best places to work by the Los Angeles Business Journal, and we are proud to have been named the 2016 Firm of the Year by the AIA California Council.

OFFICE - Hybrid work environment, remote work friendly

#### **PAY/BENEFITS**

This is a full-time position with salary commensurate with experience and office structure. We offer a competitive salary and benefits package that includes medical, dental, vision, paid vacation, sick and holiday, 401(k) and annual performance bonus opportunities.

KFA is an Equal Opportunity Employer. All qualified applicants will receive consideration for employment without regard to age, race, color, religion, sex, national origin, age, sexual orientation, disability or genetics.

#### **Seniority Level**

Not Applicable

#### **Industry**

Architecture & Planning

Design

#### **Employment Type**

Full-time, Hybrid

#### **Job Functions**

Design

Art/Creative

Information Technology

For more about KFA: [www.kfalosangeles.com](http://www.kfalosangeles.com)

For employment opportunities, please email resume, portfolio and cover letter to:

Lise Bornstein, AIA at [employment@kfalosangeles.com](mailto:employment@kfalosangeles.com)