Job Title: Architectural Planning Associate

Location: Los Angeles, CA

Job Category: Exempt staff, full-time

Firm Name: Jensen Partners

Salary Range: Commensurate with experience

Firm Profile:
The Jensen Partners motto “empowering project owners” reflects our core mission. Jensen Partners is a diverse team of multidisciplinary experts serving national clients, with its headquarters office located in Los Angeles. Our firm brings together healthcare strategists, architects, engineers, construction managers, and clinical experts – all in-house. Jensen Partners brings a unique, hybrid approach to healthcare growth, positioning, and facility planning, combining strategic and operational planning with physical planning and design. The company specializes in large-scale institutional facilities in the healthcare, science, and technology sectors. We provide a range of services for clients in the healthcare and academic sectors, including Strategic Planning, Project Management, Construction Management, Campus Master Planning, Facilities Planning, Program Management, and Healthcare Operations and Innovation.

Job Description:
The Architectural Planning Associate will assist the project team with the production of project materials. This support includes, but is not limited to creating architectural CAD drawings, assisting in hospital space planning, and producing Sketchup site massing studies. This position works under the supervision of the Project Manager and is expected to be able to understand the task, ask clarifying questions and complete work with minimal direct supervision. We offer a competitive salary and benefits, as well as a commitment to the continued professional development of all of our team members.

Essential Functions and Responsibilities:

- Assist in the completion of pre-schematic drawings, test fits, and site plans for healthcare-related projects
- Create, revise, and refine drawings and graphics to be used in client deliverables
- Create and revise 3D models and renderings
- Data compilation and map creation
- Research, analyze, and illustrate data with clarity
- Interact with members of project teams to coordinate deliverable resources and requirements

Skills and Expertise Required:

- Proficient in AutoCAD, SketchUp, and rendering software compatible with Sketchup, such as Vray
- Proficient in Adobe Creative Cloud Suite (Illustrator, Photoshop, InDesign)
• Proficient in Office365 suite (PowerPoint, Word, Excel, Outlook, Teams)
• Experience with Bluebeam Revu a plus
• Experience with Tableau Data Visualization software a plus
• Experience with mapping software a plus (i.e. ESRI ArcGIS)
• Works well in a collaborative team environment
• Effective and courteous written and verbal communication skills
• High attention to detail

Education and Experience:

• Bachelor’s degree in Architecture or related field
• Entry level candidates with demonstrated technical skills will be considered; 1-3 years of experience in a professional service firm preferred
• Interest in healthcare projects and planning / programming
• Project experience in healthcare and project management is a plus
• Limited travel may be necessary (project dependent)