Job Captain - Multifamily - Amenities Focus

Job Details

Level
Experienced

Job Location
Corporate Headquarters - Orange, CA

Description

ABOUT AO:

At AO, WE are better together.

In addition to competitive pay and benefits, flexible work schedules, and Work From Home options, AO offers an absolute one-of-a-kind culture with collaborative workspaces and driven coworkers. AO welcomes creativity, learning, and lasting relationships. 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, grow with us. If experienced, get better with us. There is no one like you, and there is no place like AO.

Benefits:
We offer all the benefits of a big firm, with all the human connections of a small one. You will never be a number at AO. 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
- Free parking

Qualifications

SUMMARY: AO’s Amenities team is more focused on the coordination of the Interior space of the Amenities within the Apartment complex. These amenity spaces include the common areas such as Leasing, Fitness, Club Room, Co-working, etc. The team will be the liaison between the client, Interior Designers, consultants, and AO Core & shell team. They make sure that the design is code compliant and constructable while meeting the design intent.

What we are looking for:
AO is seeking a technical Interior designer to join the team and assist with the documentation of multiple projects. This is an excellent opportunity to get exposure to many different types of projects and see the process from design to construction. Revit users preferred.
Project Technical Drawing Preparation and Support:

- The Job Captain is responsible for Design documentation of Amenity projects, from Design Development to Construction Documents, under the general supervision of the Project Manager.
- Ensures effective coordination of DD to CD of assigned projects with project teams, clients, interior designers, and consultants.
- Must demonstrate Interior Design technical documentation skills.
- Must be able to implement and understand the basis of design and specifications provided by the client and Interior Designers.
- Must be able to review consultant drawings for Quality Assurance and Quality control and ensure drawings meet the design intent.
- Must be able to manage multiple priorities and multiple projects simultaneously.
- Experienced with managing a fast-paced environment and schedule.
- Demonstrates team building works well with multiple teams, very organized, highly motivated, responsible, and will “own their project”.
- Expected to demonstrate professional skills, high standards, and professionalism.
- Experienced with hospitality and multi-family projects - specifically Amenity spaces preferred.
- Must be proficient in Revit and some CAD
- Min 2-5 years of Architectural production experience - mid to large-scale projects
- Bachelor's Degree in Architecture preferred