



Job Title: PROJECT MANAGER || STRUCTURED PARKING

Reports To: Designated Supervisor, Principal

Classification: At-will; Exempt / Non-Exempt

ABOUT AO:

WE are better together.

Here at AO you're not just a number, you're family. We believe in casual Fridays, company sponsored events, annual holiday parties, picnics, bowling and more. As the host of Toastmasters International, we seek to expand one's confidence in public speaking, leadership and teamwork while providing both professional and personal growth. With collaborative work spaces and driven coworkers AO welcomes creativity, learning, and lasting relationships.

Since its founding in 1974, Architect's Orange (AO) has evolved from a 2 man single office to an award winning full service firm spanning a campus of 5 buildings, an engaged staff of 265+ souls and 9 Studios (Multifamily, Restaurant, Retail, Structured Parking, Commercial, Mixed Use, Hospitality, Landscape and Industrial/Office). Just like Historic Old Towne Orange where we are located, AO is family focused, hardworking and built to last. We value service, our people, a roll up your sleeves attitude and continuous improvement. If you are young in your career, come grow with us. If experienced, come get better with us. There is no one like you, and there is no place like Architects Orange.

Recent Awards (since 2016): 3 Gold Nugget Grand, 11 Gold Nugget Merit, 7 BALA awards and more.

A NOTE FROM US:

At AO we are always on the lookout for exceptional talent looking to join our organization. While we are not always hiring, we do like to develop connections with talent and build relationships so that we are able to reach out directly to you when the time is right.

Core Expectations:

- Able to manage projects and to manage concurrently
- Maintain relationship with clients and demonstrates leadership in all aspects of a project including but not limited to management, design and technical components
- Able to plan, schedule and direct the work of the team and make appropriate task assignments
- Provide oversight through all phases of project development and construction
- Expected to provide appropriate and timely feedback to the project Principal and to direct the work of the staff to achieve project goals
- Able to determine the constructability of design alternatives and determine those alternatives most appropriate to project constraints.
- Specific knowledge of the following programs is required: AutoCAD, Revit, Adobe Acrobat, Microsoft Office Professional programs including Word, Excel, Outlook, and others.

Some things we'd love to see:

- Parking experience a plus, but not essential

BENEFITS:

We offer all the benefits of a big firm, with all the human connection of a small one. You will never be a number at AO. Come 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 with participation in tax-benefited Metrolink rider program

HOW TO SUBMIT YOUR RESUME:

Please apply directly through our Website at www.aoarchitects.com

Or copy and paste the link below:

<https://www.paycomonline.net/v4/ats/web.php/jobs?clientkey=E03D692347E20995CF41277C3DF4D75A>