

NELSEN PARTNERS

JOB TITLE Senior Project Manager (Multi-family)

LOCATION Austin, TX (In-Office position)

ABOUT US Nelsen Partners, a design-focused architecture and planning firm, is seeking qualified professionals to join its Austin, TX studio. Nelsen Partners is distinguished by the quality of its work, the passion of its design teams, and its dedication to its clients. Please visit us at <http://www.nelsenpartners.com> to learn more about our firm, culture, and award-winning projects.

ROLE & RESPONSIBILITIES We are looking for a talented and dedicated **Senior Project Manager with extensive multi-family experience to execute the technical design and documentation of large and complex market-rate and affordable multi-family projects.** Opportunity includes office-wide leadership in this market sector with a focus on technical expertise and market growth for the firm. The ideal candidate will be responsible for providing technical expertise in our Austin studio, delivering the highest quality technical decisions, documents and services to our clients. The core responsibilities include:

- Lead the technical aspects of multi-family projects, including investigating, evaluating, and recommending project solutions
- Communicate and collaborate effectively with multi-disciplinary design teams to ensure project design intent with sound solutions
- Develop and complete efficient and organized construction documentation
- Champion quality assurance practices
- Effectively present technical design solutions and strategies to clients and stakeholders
- Demonstrate enthusiasm for professional growth and the development of staff
- Uphold our commitment to exceptional client service

- REQUIREMENTS**
- **Professional Licensure** – preferred, but not required
 - **Experience** – 10+ years of Multifamily Residential projects; Contract Administration experience is preferred, but not required. Additional commercial experience in Hospitality, Mixed-Use, and Retail is advantageous.
 - **Technical Expertise** – advanced knowledge in building systems, building science, codes, and construction methods
 - **Design Skills** – strong design fundamentals and communication skills
 - **Presentation Skills** – engaging, dynamic communicator with both internal teams and clients/consultants
 - **Team-oriented** – successful collaborator in a high-energy team environment
 - **Software Proficiency** – Revit, BIM 360, AutoCAD, and Bluebeam

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BENEFITS OVERVIEW

- **Comprehensive benefits** – Medical/dental/vision insurance; 401k matching; paid time off + closed week between Christmas and New Year's; paid parental leave; license/AIA membership reimbursement; paid parking/transit; etc.
- **Flexibility** – Weekly flex-time opportunities including alternative daily work hours and a compressed work week option
- **Professional development & growth** – Knowledge building, continuing education opportunities, and project-level mentorship
- **Team diversity & engagement** – 85+ talented professionals across both studios and growing, with frequent opportunities for collaboration and socializing
- **Competitive compensation**

CONTACT

Interested and qualified professionals, please email a PDF of your resume and portfolio (no larger than 10mb) to careers@nelsenpartners.com.

Nelsen Partners is an Equal Opportunity Employer. We respect and seek to empower each individual and support the diverse cultures, perspectives, skills and experiences within our workforce.