

## **Project Architect**

Full-time Project Architect position offers the opportunity to engage in challenging work within an award-winning architecture practice. We are a 12-person office committed to design excellence and professionalism on every level. Experience in Mixed-Use and/or Commercial Projects and Custom Residential Projects preferred.

### **Experience Required:**

- Minimum of 5+ years of professional experience
- Professional degree in Architecture
- Architectural Registration Preferred
- High Proficiency with AutoCAD, Revit, SketchUp, Photoshop, Illustrator and InDesign
- Strong technical expertise related to design and construction
- Excellent written and verbal communication skills
- Able to work independently with good judgment and minimal direction
- Highly organized and capable of effectively handling multiple projects and tasks concurrently
- Ability to interact with clients and employees alike with the utmost professionalism
- Strong, positive references

### **Primary Responsibilities:**

- Organizing, coordinating, and leading projects from Schematic Design through Construction Administration
- Prepare, coordinate, and complete Construction Documents
- Participate in document and clarification efforts, as well as submittal review and site observation during construction

### **Compensation and Benefits:**

- We offer a competitive compensation package including 401(k) plan, health, dental and vision insurance, paid vacation and sick days.

Candidate submissions should include resume and 3 to 5 work samples in PDF format sent to [careers@sarokiarchitecture.com](mailto:careers@sarokiarchitecture.com)