



ARCHITECTURAL DRAFTSPERSON

As a small local architecture and design-build firm we find ourselves with a variety of unique and interesting projects. We are looking for an individual that could make an immediate impact on the entire design and construction management process within a team environment. This **ARCHITECTURAL DRAFTSPERSON** position, under the direction of a lead architect, is primarily responsible for producing quality construction documents in an efficient and profitable manner. This is a highly technical role requiring extensive familiarity with design principles and building codes to ensure that drawings are accurate and present necessary information to construction crews, contractors and zoning approval bodies. Please include resume **with samples of work** for consideration to employ@wesenberg.co.

REQUIRED EXPERIENCE AND SKILLS

- 3+ years of professional experience in an architectural office designing commercial and multifamily residential projects.
- Strong technical skills and understanding of the construction document and detailing process.
- Proficiency in Revit and AutoCad are required.
- Proficiency in Sketchup w/ V-ray, InDesign, Photoshop and other rendering software is desired.
- Must have strong presentation skills, excellent verbal, written and graphic communication skills.
- Must have passion for design, client service and collaboration.
- Must be able to thrive in a close, small team environment and to also work independently.

HOW YOU WILL CONTRIBUTE

Project Management and Design

- Field measuring and drafting as-built drawings of existing buildings
- Develop code compliance and feasibility studies, and cost estimates.
- Develop construction documents and architectural details
- Make drawing revisions and consistently check for accuracy
- Accompany architects on site visits
- Provide drawings and specifications for contractors
- Secure all plan reviews and zoning approvals from authorities required
- Assist in the architectural design process and help develop alternative solutions and presentation graphics used to communicate concepts to the client or for agency approval

Construction Administration

- Participate in job-site coordination meetings and design team meetings
- Review and approval of submittals
- Responses to RFIs (Request for Information)
- Observe construction compliance with contract documents to ensure quality
- Prepare close-out documents

Salary competitive based on experience.