



## PROJECT ARCHITECT

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 **PROJECT ARCHITECT** position is primarily responsible for managing architectural projects from the design process through completion of construction in an efficient and profitable manner. This position is responsible for leading support staff, consulting engineers and contractors while meeting directly with clients to develop and execute projects according to schedule and budget. Please include resume **with samples of work** for consideration to [employ@wesenberg.co](mailto:employ@wesenberg.co) (note email extension is .co and not .com).

Responsibilities include; project management, architectural design, construction cost estimating, detailed construction documents and specifications, scheduling, along with:

### REQUIRED EXPERIENCE AND SKILLS

- 5+ years of professional experience in an architectural office designing commercial and multifamily residential projects.
- Bachelor of Architecture Degree preferred
- State of Wisconsin architectural license preferred
- Strong 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

- Architectural design in a team environment
- Develop detailed construction documents and written specifications
- Secure all plan reviews and zoning approvals from authorities required
- Develop detailed project schedules
- Manage and coordinate work of outside consultants.
- Assure compliance with company standards and customer defined project goals and objectives.
- Mentor support staff

#### 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.