

# JOB TITLE: JUNIOR ARCHITECTURE ASSOCIATE

Position Type: Full-time, Entry Level

Experience Level: 1-5 years

Education: Bachelor's Degree in Architecture



## ABOUT US:

Echelon Arch + Design is a dynamic and forward-looking boutique architectural firm committed to delivering innovative designs. Based in a rural setting, we specialize in various sectors to cater to the unique needs of the communities we serve, undertaking a diverse range of projects. Notably, our recent efforts have expanded into the educational sector. With our firm continuing to grow, we are actively seeking a talented and enthusiastic individual to join our team as a Junior Architecture Associate.

## RESPONSIBILITIES:

1. Collaborate with senior architects and project managers in the development and execution of architectural designs.
2. Contribute to the creation of design concepts, construction documents, and project presentations.
3. Utilize industry-standard software
4. Assist in conducting site visits, surveys, and analyses as needed for project development.
5. Stay up-to-date with the latest industry trends and technologies to enhance design processes.

## QUALIFICATIONS:

1. Bachelor's degree in Architecture.
2. 1-5 years of relevant professional experience in an architectural firm.
3. Strong understanding of architectural principles, design processes, and construction documentation.
4. Excellent communication and collaboration skills to work effectively within a team.
5. Detail-oriented with a commitment to delivering high-quality work within established deadlines.
6. Ability to adapt to evolving project requirements and demonstrate a proactive approach to problem-solving.

## **PREFERRED SKILLS:**

### **Architectural Design:**

- Demonstrated ability to conceptualize and develop innovative architectural designs that meet client requirements and project objectives.
- Proven track record of translating conceptual ideas into practical and aesthetically pleasing design solutions.
- Extensive experience in producing detailed architectural drawings, including plans, elevations, and sections.
- Proficiency in creating accurate and visually compelling drawings for communication and documentation.

### **Attention to Detail:**

- Meticulous attention to detail in all aspects of architectural planning, design, and documentation.
- Consistently ensure precision and accuracy in architectural drawings and specifications.

### **Software:**

- Proficient in utilizing REVIT for drafting and detailing architectural plans.
- Familiarity with Enscape for real-time rendering and visualization a plus
- Basic Microsoft Office Programs
- Basic Adobe Acrobat Pro Knowledge

### **Communication:**

- Excellent verbal and written communication skills for effective collaboration with team members, clients, and stakeholders.
- Ability to convey complex architectural concepts in a clear and concise manner.

### **Creativity:**

- Demonstrated creativity in approaching design challenges and finding unique solutions.
- Proven ability to bring innovative and fresh ideas to the design process.

### **Problem Solving and Critical Thinking:**

- Adept at analyzing architectural problems and applying critical thinking skills to develop practical and effective solutions.
- Ability to troubleshoot and address challenges throughout the design and construction process.

### **Collaboration:**

- Strong commitment to collaborative teamwork, fostering a positive and inclusive work environment.
- Proven ability to work harmoniously with diverse team members, clients, and external collaborators.
- Ability to integrate feedback and contributions from various team members into the overall design process.

### **Organizational Skills:**

- Exceptional organizational skills to manage project timelines, resources, and deliverables efficiently.
- Ability to prioritize tasks and meet deadlines in a fast-paced architectural environment.

### **Building and Construction Knowledge:**

- In-depth knowledge of building and construction principles, materials, and methods.
- Familiarity with the latest advancements and trends in the construction industry.

### **Building Codes and Regulations:**

- Understanding of local and international building codes and regulations.
- Ability to ensure design compliance with relevant codes and standards throughout the project.

### **BENEFITS:**

- Competitive salary and performance-based bonuses
- Health and dental insurance coverage
- Professional development opportunities and support for licensure
- Collaborative and inclusive work environment
- Opportunities for career advancement within the firm

### **HOW TO APPLY:**

Please submit your resume, portfolio, and a cover letter detailing your relevant experience and why you are a great fit for this position to [your email address]. The subject line should read "Junior Architecture Associate Application - [Your Full Name]."

Echelon Arch + Design is an equal opportunity employer and encourages candidates from all backgrounds to apply. We thank all applicants for their interest; however, only those selected for an interview will be contacted.