

9/26/2024

## PROJECT ARCHITECT

Snow Kreilich is currently seeking a Project Architect to join our staff. We have an ongoing need for an Architect with strong technical skills in documentation and detailing that has an interest in advancing the design from schematics through construction completion. In our studio, this position is responsible for delivering design excellence across all technical measures of design. The ideal candidate is a highly motivated individual who can work successfully in a collaborative environment and grow with our studio.

### Qualifications

- +/- 10 years of experience
- Current Architect's License
- Advanced Revit skills
- Strong verbal, written, graphic communication skills with the ability to describe and implement design principles

### Responsibilities

- Design
  - Responsible for specific technical design aspects of each project assigned.
  - Investigation, evaluation, and recommendation of design solutions that best meet client, community, and studio goals.
  - Carries out complex or novel assignments requiring the development of new or improved techniques or procedures
  - Lead complex internal and external teams in completion of design and documentation tasks
  - Demonstrated knowledge of sustainable design strategies and various certification programs
  - Ability to work effectively on multiple projects at multiple phases of delivery on a concurrent schedule.
- Construction Documentation
  - Execute standards for project delivery focused on project documentation, detailing, and technical specifications
  - Integrate internal and external work into cohesive project deliverables
  - Knowledge of state-of-the-industry building standards and finishes
  - Mastery of document package issuance and revision protocols
  - Demonstrated knowledge of QA/QC protocols
  - Experience in adherence to and gaining approvals of Accessibility compliance and other project entitlements
- Construction Administration
  - Robust organizational skills to manage variable timing of incoming requests from constructors
  - Understanding of various delivery methods and contractual responsibilities
  - Submittal Review across all scopes of construction
  - Decisive responses to Requests for Information with clear written, diagrammatic, and annotative support
  - Issuance of Addenda, Bulletins, and Proposal Requests
  - Field Observation and Reporting

- o Maintaining logs of all project communications through spreadsheets and various Electronic Project Management platforms both internal and through constructor's selected software.

Snow Kreilich Architects offers a competitive salary and benefits including health & dental care, disability, and life insurance, 401(k) plan, and continuing education.

Please email your cover letter, resume, portfolio, and salary expectations (as one compiled PDF up to 10 MB) to [mail@snowkreilich.com](mailto:mail@snowkreilich.com) with "LastName\_Project Architect" in the subject line.

## About Us

Snow Kreilich Architects is a nationally recognized, award-winning architectural firm in Minneapolis, Minnesota. The studio focuses on producing architecture that performs against multiple measures of design success, including sustainability, equity, economy, and beauty. [www.snowkreilich.com](http://www.snowkreilich.com)

*Snow Kreilich is an Affirmative Action, Equal Opportunity Employer.*