

## Project Architect VI

**Supervisor:** Project Manager

**Salary Grade:** Architect 6

**FLSA Status:** Exempt

### Summary

Yost Grube Hall Architecture is a growing design firm seeking energetic, self-motivated, creative people looking to work in an open, team-based environment. The **Project Architect VI** acts independently regarding architectural methods and complexities, requires the use of advanced techniques and modification/extension of theories, precepts and practices of the individual's field. The qualified candidate will plan and develop architectural projects concerning unique and/or controversial complexities which significantly impact major company programs.

### Essential Functions:

Responsible for interpreting, organizing, executing, and coordinating assignments.

Revise documents per comments provided by Architect V.

Perform architectural work with responsibility for independent action and decision.

Involve exploration of subject area, definition of scope, selection of items for investigation, and development of novel concepts and methods.

Independently solve problems encountered.

Assist Project Manager to develop schedule and manpower budget.

Provide team leadership through planning, schematic design, design development and construction documents.

Provide Construction Administration and project closeout.

Attend client meetings and facilitate consultant coordination meetings.

Select and determine procedures in architectural matters.

Write reports and specifications.

Review completed reports, plans, estimates, and calculations.

Prepare and/or supervise preparation of architectural plans and renderings, consult manufacturers, evaluate and select materials and inspect architectural features of structures in the field.

Receive technical guidance on unusual or complex issues and supervisory approval on proposed project plans.

### Supervisory Responsibilities:

The Project Architect will be responsible to lead a team of various people in all phases of project development.

### Qualifications:

- A graduate of an accredited Master or Bachelor of Architecture degree program.
- 12-16 years of experience in an architectural firm.
- 5-8 years as a licensed architect.
- LEED AP beneficial.
- Revit, Microsoft Office, InDesign, Illustrator, Photoshop and SketchUp experience preferred.
- Technical experience in development and detailing of higher education facilities and Occupancy Groups A, B, E and M.
- Technical understanding of building systems in Type I, Type II and Type III construction.
- Ability to travel internationally up to 10% beneficial.
- Bilingual beneficial.
- Excellent organizational, time management and interpersonal skills are required.
- Must have excellent writing and communication skills.

### Physical Demands:

The physical demands described here are representative of those that must be met by an employee to successfully perform the requirements and responsibilities of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the requirements of this job. While performing duties of this job the employee is regularly required to sit, use hands and fingers, stand, walk, & reach. The employee must occasionally lift or move up to 10 pounds. The employee will be subject to moderate noise such as experienced in a business office with computers, printers & light traffic.

### Note:

Nothing in this job description restricts YGH's right to assign or reassign duties and responsibilities to this job at any time. This job description reflects YGH's assignment of essential functions; it does not prescribe or restrict the tasks that may be assigned.

Compensation will be commensurate with experience. Employment will be contingent on successful completion of a comprehensive background screening and E-Verify. Yost Grube Hall Architecture is an equal opportunity employer and does not discriminate against any employee or applicant on the basis of race, sex, color, disability, national origin, religion, creed, age, marital status, change in marital status, sexual preference, citizenship or authorized alien status, veteran or disabled veteran status or Vietnam veteran status or any other classifications protected by law.

**Job will be closed on: Friday, March 31, 2017 at 5:00pm**

**Applicants must specify Project Architect VI in the subject line of their submission**

Please submit a cover letter, resume and 5 pages maximum of work samples to:

Leslie Maynard | [careers@ygh.com](mailto:careers@ygh.com)