

Job Description Architectural Designer

- Create and oversee full concept design, schematic design and design development
- Provide design assistance to the architect-of-record to complete the construction document phase
- Assist the architect-of-record during the construction phase in reviewing select design and contractor questions;
- Review design requirements and determine best design options for building project;
- Gather and collect design requirements for new constructions, alterations or repairs;
- Prepare architecture design based on design requirements;
- Modify and update designs based on review comments from architect-of-record;
- Ensure to follow best practices and company standards;
- Evaluate site conditions and constraints for construction projects;
- Maintain all the documentations related to architectural designs and constructions conditions;
- Provide project status updates to architect-of-record;
- Manage and execute design assignments in a timely manner.

Requirements:

- Strong conceptual design approach
- Knowledge of hospitality design standards
- Proven organizational abilities
- Proficiency in AutoCAD, Adobe Creative Suite, Sketch Up and MS Office