

ARCHITECTURE

ARCHITYPE

Architect

Job description

October 2020

Introduction

The architect role is a fantastic opportunity to support some of the most innovative initiatives in the UK, contribute your ideas to the UK's most sustainable design practice, and work in a practice that cares about you and our impact on the planet.

The ideal candidate will be a qualified Part 3 architect registered with the ARB. You will have a proven track record of working on the design and delivery of a variety of project types through all RIBA work stages and managing an assistant or assistants. Architects will be entrusted with day to day contact with their clients and design teams and through their projects will further the strategic direction of the practice, its design ethos and quality management systems. You will be proficient in key CAD programmes such as Vectorworks and Revit, and proficient in Word, Excel, PowerPoint and InDesign.

You will be expected to set and maintain high standards of design and establish sustainability targets for their projects. In general, project architects will be expected to keep abreast of current legislation and government policies in respect of the built environment and contribute to topical professional debate, seminars, internal project reviews and CPDs as appropriate.

Architects may be expected to assume responsibility for a number of separate projects and will be expected to delegate design tasks to appropriate levels of staff in such a manner that every project attains the highest design standard and is delivered in a profitable way.

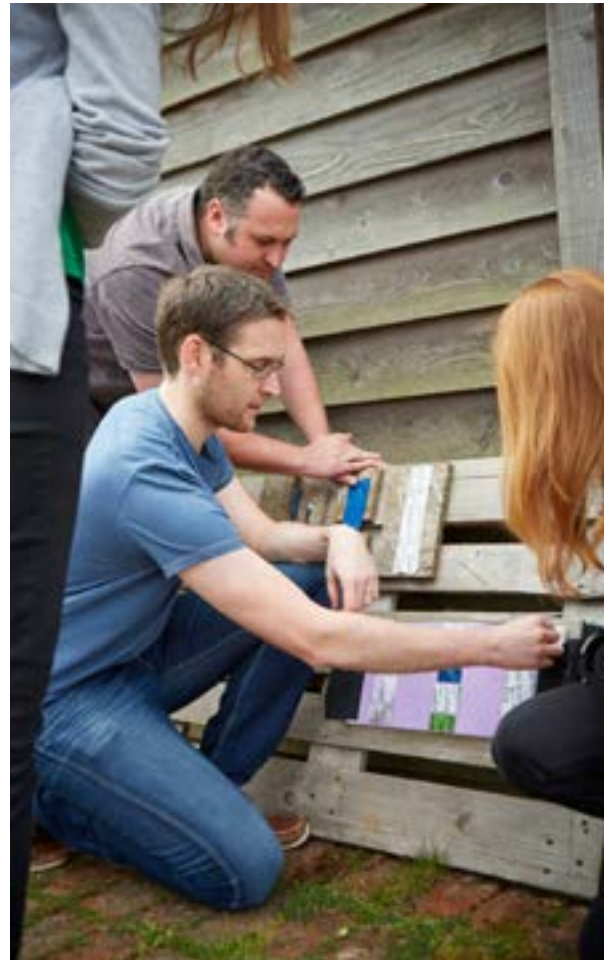
Core Purpose

- › To directly act as a project architect
- › To assume responsibility for overseeing a project, or more than one project, under the line management of an associate or senior architect
- › To lead and motivate a team of architectural assistants
- › To facilitate day to day contact with project teams

Key responsibilities

- › Assist and support directors and associate directors in their tasks of winning work and managing the finances of the practice
- › Contribute to staff training and personal development
- › Assist with the development of client contacts, identification of work opportunities and preparation of submission documents
- › Assist in the preparation of project quality plans and monitor their implementation
- › Implement the Quality [ISO 9001] and Environmental [ISO 14001] management system in respect of project work under their control and general aspects for which they may be responsible
- › Ensure drawn information adheres to Architype Ltd's latest BIM protocols and standards

The above-mentioned tasks are a summary of the key responsibilities involved, however, the post holder may be asked to carry out other tasks as directed by Architype's Senior Management.



Job Specification

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- › Part 3 qualified and ARB registered (essential)
- › Project running experience (desirable)
- › Excellent design skills (essential)
- › Excellent organisational skills (essential)
- › Proficiency in Revit (essential) and Vectorworks (desirable), SketchUp (desirable) and InDesign (desirable)
- › A commitment to genuine sustainability (essential)
- › Enjoy working in a team environment (essential)
- › Experience in Passivhaus Design or CEPH qualification (desirable)

Benefits

- › Competitive Salary which is aligned to the annual RIBA salary bandings survey
- › 33 days holiday (inclusive of bank holidays)
- › 37.5 hour week - flexible working possible
- › Pension benefits of 3% employer contribution and access to a company health scheme
- › Opportunity to join an Employee Owned practice and one committed to employee training and development
- › Opportunity to work with a team who care about people and the planet

