

Graduate of Architecture

Craig Tan Architects is an award-winning boutique architecture, interior, and urban design studio, with an emphasis on creating engaging community and public spaces.

Working across scales, we currently have a range of exciting educational, commercial, residential, and adaptive re-use projects, and have an employment opportunity for a graduate of architecture. You would preferably have 2-4 years of industry experience, although this is not essential for exceptional candidates.

This role would suit a person with a design eye, who is passionate about developing design concepts holistically through planning and construction, and refining them down to the level of the crafted detail.

We believe in training and nurturing people to develop a well-rounded skill set, and to ensure that the office philosophy is reflected in every facet of our work. As a growing design practice, we seek a motivated and well-organised individual, who is interested in increasing their responsibility, whilst contributing positively to the office culture.

We seek motivated people with initiative who will embrace honing their skills in a fast-learning environment. Good communication skills, a calm temperament, and the ability to be a team player are also extremely important.

You will benefit from working closely with our skilled and talented team and will be offered a broad diversity in your role. Archicad documentation experience, and Adobe suite skills, will be regarded as a pre-requisite. We also value strong freehand drawing, and presentation skills.

We are well located on the city fringe in Victoria Street, West Melbourne, with opportunities for flexible working arrangements.

We are an equal opportunities employer and value having a diverse and rich office culture. Work-life balance is important: we typically work weekdays 9am-5:30pm.

If you have more experience and/or would prefer a part-time arrangement, we would also be interested in hearing from you! Please note your preferences in the subject line of your email. Thanks!

Salary commensurate with experience.

If you think that this is the right position for you, please send a concise cover letter, CV and snapshot folio of no more than 10 pages (less than 5MB) to info@craigtanarchitects.com, by Monday 3rd November 2025. Email subject: 'CTA Graduate 2025 – Full Time' or 'CTA Graduate 2025 – Part Time'