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## Project Architect

Experienced Graduate of Architecture

To apply please visit: [www.bgarchitecture.com.au/careers](http://www.bgarchitecture.com.au/careers)

### Practice Description:

Our practice is a boutique design-focused practice with a vast portfolio of built work in: residential, commercial and public architecture based in St Kilda. For over 20 years the practice has been led by Directors Donna Brzezinski & Adam Grundmann with individual reputations for architectural quality and conceptual creativity.

Each project brief is formulated collaboratively with our clients and responds to clients' sites and requirements. We are known for our design adaptability and expectation for thorough documentation and exacting on-site administration. Our values are evident in our completed projects, demonstrating a balance of design exploration, experimentation and investigation.

Donna and Adam are "hands-on" and facilitate individual autonomy, enabling employees to flourish across all stages of project delivery. We encourage our people to have a go at all stages of the architectural process and will ensure that a graduate is working across a variety of projects under the mentorship of senior staff members or Director.

Our practice values the pre-eminence of friendly and open communication. This principle has ensured the success of long-standing relationships with clients, builders, local councils and consultants. We are looking for a team member who values the same.



### Who You Are:

Our ideal person will be passionate about the built environment in *all* its forms. Adaptable mindsets do well in our practice. We are not limited to sectors and you'll have the very real opportunity to work across a vast range of sectors and stages.

You'll be open-minded, and interested in trying new ways of doing things.

Being naturally communicative you enjoy holding your written and verbal skills to a high standard.

**What We Offer:**

- Open Door policy with direct access to our Directors
- Healthy pipeline of consistent new projects from repeat business
- Truly flexible working arrangements including WFH and flexible start and finish times
- Flexible Job Description negotiated with Directors to play to your strengths and or fill experience gaps
- Opportunity for autonomy working under a Senior Architect or Director
- Mentorship by Associates & Directors
- Encouragement and facilitation for those seeking to become a registered Architect
- We encourage everyone to design and work across all stages from inception to completion
- No one is left behind. Team members rally to support each other
- Fulfillment to design and deliver projects in unexplored sectors
- Fun environment. Like our people, our designs are playful
- High employee retention with a median tenure of 7 years and an average tenure of 9 years (March 2022)
- EOT facilities

**Job Description:**

We are seeking an experienced Graduate of Architecture to act in an autonomous and collaborative capacity alongside Senior Project Architects and Associates with “hands-on” guidance from the Directors. Working across every single facet from inception to completion, this is an exciting opportunity to become a truly holistic architect.

**Key Responsibilities:**

- Opportunity for client engagement/ management
- Site analysis including existing drawings and understanding of planning regulations to identify potential constraints and opportunities
- Assisting Associates and Senior Project Architects developing concept design into working drawings
- Be “hands-on”, designing and documenting your own projects through the Architectural stages: Feasibility, Schematic, Design Development, Town Planning, Construction Documentation to Construction Administration
- Apply the same thoroughness and rigour to your documentation as you will your communication skills both written and verbal
- Documentation including: detailing, scheduling, specification suitable for pricing and construction
- Advanced knowledge and experience using Revit and related software & plugins such as Enscape
- Consultant engagement and coordination
- Site inspections, responding to RFI's and reviewing Shop Drawings
- Sound knowledge of the process of architecture and ability to manage multiple projects simultaneously

**Selection Criteria:**

- Qualified Graduate of Architecture **OR** Qualified Architect with at least +3 years' experience post-graduation
- Revit skills including contract documentation
- BIM capability an advantage
- Eye for design details
- Exceptional communication skills both written and verbal
- Congenial disposition and emotional intelligence for team, clients, builders and consultants
- Adaptable and open-minded
- Capacity to work both collaboratively and autonomously
- And don't be too serious

**Experience Needed:**

+3 years' experience post-graduation

**Program Knowledge:**

Revit, Enscape, Photoshop, InDesign, Excel, Word and Newforma would be amazing

**Salary Expectation:**

Commensurate with experience and within the range of \$65K - \$85K + Super

Find out more info about the practice:

[www.bgarchitecture.com.au](http://www.bgarchitecture.com.au)

@bg\_architecture (Instagram)

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Include a short Cover Letter alongside your CV and portfolio (11MB Max)