

Concept Design is seeking a full-time **Project Architect**.

You will be responsible for all aspects of the management of commercial projects, including management of client relationships and oversight of project budget and productivity from pre-design through construction administration. You will solicit proposals from sub-consultants and prepare client proposals as well as coordinate the entire team, including in-house production staff and structural engineers, and outside MEP, civil, and landscape consultants. You will work collaboratively with other architects, engineers, and staff within our office for the delivery of professional services. You will be responsible for coordinating and overseeing junior architects and drafters in the delivery of a high-quality design product that meets or exceeds cost and schedule expectations of our clients, and does so in a way that is profitable for our firm.

Desired Skills and Experience:

The ideal candidate for this position is someone with a professional degree in architecture (ideally licensed), with a minimum of 8-10 years of professional experience. The following skills and experience are highly desirable, but not mandatory:

1. Proficient in AutoCAD (2D).
2. Understanding of building and zoning codes and ordinances.
3. Licensed Architect in the State of Michigan (not mandatory).
4. Owner interaction.
5. Experience with project management including MEP & structural consultants.
6. Experience with technical documentation of project design, coordination of building systems with consultants, confirmation of conformance with all applicable codes, and interface with municipal building department and other governing agency officials to coordinate approvals.

[www.conceptgr.com](http://www.conceptgr.com)

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