

Tichenor & Thorp Architects (T&T) - Senior Architect Consultant

T&T is a boutique, award-winning architecture firm specializing in a variety of project types throughout California and internationally. We are seeking a highly motivated, personable, and detail-oriented individual to join our staff as Senior Architect Consultant. The ideal candidate shares our aesthetic sensitivity and commitment to provide outstanding client services and has the exceptional ability to work primarily as part of a small team while also efficiently handling independent tasks. They have outstanding technical and communication skills, can reprioritize tasks as priorities shift, and are willing to train and mentor more junior technical staff. The position is part-time on a consulting basis, and though in-office is preferred, this could be a hybrid or remote with the potential to develop into a full-time position.

JOB RESPONSIBILITIES:

- Review of technical documents for a range of commercial, including pharmaceutical laboratories, and select complex residential projects
- Work with and instruct team members on technical coordination of project drawings and documents internally with staff members and outside design and technical consultants.
- Review and advise on development and modification of schedules, specifications, and drawings.
- Work with team members to effectively collaborate and ensure design goals are properly addressed throughout document development and project delivery.
- Monitor construction progress to assure proper installation sequences, schedule compliance, contract requirements and state and local regulations
- Make recommendations, oversee the resolution of jobsite construction administration issues, and the coordination of the contract documents to address field situations
- May attend some site meetings. Coach staff on how to respond to and complete requests for information (RFI)
- Take an active role in fostering a culture of rigor in the work of project teams
- Mentor internal staff
- Participate development and enhancement of technical and design standards.

QUALIFICATIONS:

- Bachelor's degree in architecture (master's degree preferred)
- 15+ years of experience in an architecture office (internships not counted)
- Architect's license and / or contractors in the State of California required
- Dexterity in technical detailing, coordination, and design skills
- Professional verbal, written and graphic communication skills
- Proven ability to coordinate and direct in-house teams
- Skillful analytical thinking and problem solving
- Experience with preparation and layout of architectural contract documents and specifications
- Robust knowledge of codes
- Solid planning skills
- Knowledge of Vectorworks and/or other CAD software
- Knowledge of Adobe Creative Suite and Microsoft Office, Basecamp and Asana desired
- Technology nimbleness is a big plus
- Hand drawing skills desired
- US work permit

WHO WE ARE

We have been in business for 30+ years, working often with repeat clients that we are fortunate to get to count as friends. Inspired by site and responsive to climate, we are an international practice and regionally known for our expertise in a variety of project types. We design exceptional environments for life.

Our people are the key to our success. We are an open office environment that understands some of the best design solutions come from diversity and a collaboration of different viewpoints and expertise. We work hard while understanding that a fulfilling work life is best when balanced with a fulfilling personal life.

We are located on the Westside of Los Angeles.

JOIN OUR TEAM

If this is you, send a cover letter and resume to Elisabeth Sporer at elisabeth@so-arch.studio. Use the subject line "SENIOR ARCHITECT CONSULTANT" in your email. No calls please.