



PROJECT TEAM LEADER

This role includes all phases of the architectural project development process including programming, conceptual design, design development, construction documentation, and construction administration services.

RESPONSIBILITIES

Responsibilities include, but are not limited to:

- Lead / participate as a critical project team member in the development of construction documents.
- Engage in schematic-level design, programming, space planning, needs assessment, existing envelope analysis, and collaborative problem solving.
- Prepare for and participate in project development meetings.
- Create and manage building information modeling (BIM) utilizing REVIT software.
- Coordinate / collaborate with project consultants including engineers (civil, structural, mechanical, electrical, and plumbing / fire protection), landscape architects, etc.
- Participate in construction administration services including site meetings, requests for information (RFI), shop drawing reviews, finish selections, etc.
- Research architectural products and coordinate with firm specification writer.

QUALIFICATIONS

The ideal candidate shall have attained or be working towards:

- Minimum five (5) years of relevant experience.
- Bachelor's or master's degree from an accredited architecture program.
- Professional licensure and certification to include LEED®.
- REVIT and Adobe Creative Cloud expertise.
- Communication / presentation skills to lead client meetings, project coordination meetings, and interview with potential clients.
- Strong organization skills and comfort level with a fast-paced environment.

PROFESSIONAL GROWTH | UNLIMITED OPPORTUNITY

We are a 56-year-old planning, architecture, and interior design firm whose success is derived from the quality of our design and the loyalty and trust of our growing client base. If you are an organized and self-motivated individual with a desire to grow personally and professionally within a highly collaborative environment, we hope to hear from you. It has been an incredible several years at Bray with steady growth in work, employees, and markets. With our recent move into what we feel is the height of workplace design – our new home in Walker's Point – we have every reason to be excited about the future. Come join us.

CULTURE

We value most our dedicated staff who thrive within a culture of high work ethic, professional growth, commitment to each other and our clients, and supportive and transparent leadership. Our turnover is virtually non-existent as the high bar of expectation is supported with mutual respect, support, and camaraderie.

WE OFFER A COMPETITIVE SALARY AND BENEFIT PACKAGE

Please e-mail resume and salary history to **Ms. Ellen Del Vecchio** at edelvechio@brayarch.com with **PROJECT TEAM LEADER / ARCHITECT** as the subject line.