

ANACAPA

ARCHITECTURAL PROJECT MANAGER

JOB DESCRIPTION

ANACAPA, formerly Dan Weber Architecture is searching for talented and creative individuals to join our creative design-oriented team. We are a small, dynamic studio of highly creative and competent designers. We are seeking an Architectural Project Manager to become an integral part of our collaborative studio environment, to work in all phases of project delivery on a wide variety of project types.

RESPONSIBILITIES

The Architectural Project Manager role includes responsibility for all aspects of project design & delivery including client communications, design, production of plans/specifications, quality control, consultant coordination and construction administration along with maintaining project budgets, managing architectural staff, and maintaining deadlines and schedules.

SKILLS AND QUALIFICATIONS

- Excellent design capabilities
- Bachelor's or Master's Degree in Architecture
- 4-8 Years of work Experience
- Proficiency in AutoCAD & Revit
- Proficiency in either Rhino or 3ds Max using V-Ray
- Proficiency in Adobe CS including Photoshop, Illustrator, and InDesign
- Proficiency in MS Office including, Word, Excel & Microsoft Projects
- Ability to work on multiple projects in a fast-paced environment
- Exceptional attention to detail
- Ability to prioritize and to manage work independently
- Excellent verbal and written communication skills
- Ability to work constructively as a member of a collaborative team

*** Compensation dependent upon education and experience.*

ABOUT US

ANACAPA is a highly progressive architecture and design firm based in Santa Barbara, California with an office in Portland, Oregon. We are an innovative team of creative young designers who work collaboratively on all our projects.

Our portfolio includes mixed use urban infill, custom residential, commercial interiors, hospitality, interior design, high profile redevelopment and adaptive reuse. ANACAPA embraces innovative ideas and encourages a creative and entrepreneurial approach to all projects.

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