



Nvision Architecture, Inc.
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Associate Architect

The associate architect assists a lead architect with a range of duties including creating models, research, and administration. The associate gains hands-on and on-site experience while fulfilling AXP requirements. This position reports directly to the managing principal/project architect. While the format of this position is equivalent to a Summer paid internship, it has the potential to continue past the Summer with flexibility for school.

Qualifications

- 2-5 years college or equivalent experience
- 1-5 years' experience (or experience and education combined)
- Actively enrolled in the NCARB Architectural Experience Program
- 2+ years' experience using AutoCAD and/or Revit
- Strong knowledge of major 3D modeling software (Revit, 3ds Max, Rhino3D, SketchUp, etc.)
- Experience in the use of Microsoft Office and graphic design software such as Adobe Creative (Photoshop, Illustrator, In-Design, etc.)
- Skilled at hand drafting and sketching
- Excellent communication skills
- Ability to facilitate workflow between different job captains

Responsibilities

- Create three-dimensional building information modeling and two-dimensional construction documentation.
- Perform redline changes and revisions.
- Assist in the streamlining of the architectural design process from conceptual design through overall completion of projects.
- Assist with contract administration responsibilities.
- Participate in the architectural design process and develop alternative solutions and presentation graphics used to communicate concepts to the client or for agency approval.
- Assist with developing project specifications from master specifications.
- Participate in the review of product or shop drawing submittals during the construction phase.
- Scan, copy, print, and transmit original working drawings of current projects.
- Organize and maintain project files.

To apply: Please email an introductory cover letter, resume, and portfolio to contact@nvisionarch.com.