

## **Architectural Job Captain**

Cawley Architects, a 30+ year highly distinguished Architectural firm in Phoenix, AZ, is looking for talented individuals with experience in commercial/retail, industrial, office and/or educational market-sectors. You must have a strong understanding of building systems and details and be able to produce a complete set of construction drawings. A full job description will be made available during the interview process.

### **Essential Qualifications and Responsibilities:**

- Minimum 5 years' experience in Architectural office. Able to create a complete set of architectural construction drawings. Professional level architect in training is a plus.
- Good working knowledge of AutoCad and/or BIM-Revit. Additional experience in 3-D rendering software and other computer program skills as Excel and Bluebeam is a plus.
- Substantial experience in all Architectural phases: Programming, Schematic Design, Design Development, Construction Documents, and Construction Administration services.
- Good working knowledge in the submittal and approval process required in Preliminary Design, Design Review, and Permitting documents for a variety of market sectors.
- An ability to effectively manage multiple projects, Engineering Consultants, project schedules, budgets and tasks, with an emphasis on code compliance, attention to detail, and organizational skills.
- Strong communication and interpersonal skills with the ability to communicate effectively verbally and in writing with all levels of personnel.

Qualified applicants please send resume and samples of work and/or portfolio to Robert Erickson @ [roberte@cawleyarchitects.com](mailto:roberte@cawleyarchitects.com).