



Project Architect / Project Manager

Job Code: C_18009_PAPM

Cline Design Associates, PA., is an award winning multi-disciplinary architectural firm with offices in Raleigh and Charlotte, North Carolina. Our expertise is in multi-family housing, mixed-use, commercial, urban planning, retail, recreation, and interior design. With in-house Architecture, Land Planning, and Interior Design, we are able to provide integrated design services that position our clients for success in the marketplace. With our design philosophy, combined with a realist approach, and dedication to quality assurance, we have attained a reputation as one of the leading firms in North Carolina.

Our Charlotte office is seeking a Project Architect or Project Manager with expertise in multi-family housing. Ideal candidate will have significant Revit experience, strong design skills, and possess a strong knowledge of building codes. Revit proficiency is mandatory.

Responsibilities:

- Manage projects to meet budgetary, schedule, scope, and quality objectives
- Plan, coordinate, and direct multiple concurrent projects in various stages of development
- Coordinate the production of construction documents, drawings and specifications
- Oversee production team members, and directs and coordinates outside consultant activity
- Develop solutions to issues arising during the course of the project
- Maintain compliance with quality assurance procedures
- Oversee construction contract administration services

Qualifications:

- Experience with multi-family and mixed-used projects preferred
- Professional Licensure
- NC Architectural Registration preferred
- Demonstrated proficiency Revit, Adobe Creative Suite and Sketchup
- Minimum five (5) years of professional experience
- Preferred minimum two (2) years in Project Management role
- Experience in client, consultant relationships/managing
- Demonstrated skills in project design, production and coordination of constructions documents and contract administration
- Strong interpersonal skills
- Excellent verbal and written communication skills.
- Detail-oriented, self-motivated, enthusiastic and flexible

With an open office concept, our culture is collaborative, fast-paced and team-oriented. Our ideal candidate is someone who fits into that culture by being self-motivated to learn fast, with a desire to make a positive impact on those around them.

To join our dynamic firm, please e-mail resume and portfolio in PDF to: michellem@clinedesignassoc.com. Subject line for email submissions should read "C18009PAPM– YOUR NAME." No phone calls, please.

Cline Design is an EOE, and participant in the Federal E-Verify program