

Project Manager

AUX Architecture seeks a Project Manager with 10+ years of experience. Founded in 2008, AUX Architecture designs the future for people, institutions, and communities. The downtown Los Angeles-based practice brings craft and clarity to designs at every scale—from hearth to urban realm. Functionality, sustainability, and beautiful materials are hallmarks of the practice's skillful architecture. We work on high-end residential, multi-family, mixed use, hospitality, and arts projects locally, nationally, and internationally. AUX is a collaborative work environment that values its employees and is looking for motivated people with great attitudes to join the team.

The successful candidate will be passionate about design and have great communication and collaboration skills. They will thrive in a busy environment and be motivated, flexible, and resourceful.

Roles & Responsibilities will include, but are not limited to:

- A leadership role in our design team, preparing a drawing set, design team coordination, and producing deliverables throughout the design process.
- Management of multiple concurrent projects from concept design to construction administration
- Communication lead to external clients and design partners
- Represent AUX Architecture in a professional and responsible manner
- Guiding and mentoring junior team members.
- Project lead in the construction process: answering RFIs, reviewing submittals, solving construction-related issues and field problems.

Experience & Qualifications

- 10+ years of post-academic professional architectural experience
- An accredited Masters or Bachelor of Architecture degree
- Excellent graphic sensibilities and architectural design skills
- Excellent verbal and written communication skills.
- Candidate must demonstrate technical & hands-on experience working through multiple plan check and construction document drawing sets.
- Candidate must demonstrate experience collaborating with various consultants during drawing development.
- Candidate must demonstrate experience working with Contractors and managing Construction Administration
- Registered Architect or actively working towards licensure.
- General knowledge of California building codes. (Experience with LADBS is a plus.)
- Excellent attention to detail and organization skills including multi-tasking and time management.
- Ability to effectively manage project team and project development, including presentation and communication with external clients, and partners.

- Required BIM Software Experience: Working professional knowledge with Revit is a ***requirement***. Candidate shall be familiar with Revit's Worksharing process and have experience leading project team in a Revit team base environment.
- Additionally, experience with the following software is preferred:
 - Rhino
 - Bluebeam
 - Microsoft Office (Word, Excel, PowerPoint, etc.)
 - Google (Gmail, Drive, etc.)
 - Adobe Creative Suite (InDesign, Photoshop, Illustrator)

How to Apply

Please send your resume and cover letter to careers@auxarchitecture.com with the subject line "Project Manager, First & Last Name".

Benefits & Wages

- Full time salaried position
- Exempt
- Pay range: \$110,000 - \$145,000
- Paid time off
- Paid sick leave
- Life, medical, dental, and vision insurance
- Employee assistance program
- 401(k)

AUX Architecture is an equal opportunity employer, drug-free workplace, and complies with ADA regulations as applicable. All applicants are considered for all positions without regard to race, religion, color, sex, gender, sexual orientation, pregnancy, age, national origin, ancestry, physical/mental disability, medical condition, military/veteran status, genetic information, marital status, ethnicity, alienage or any other protected classification, in accordance with applicable federal, state, and local laws. By submitting your information, you are seeking to join a team of hardworking professionals dedicated to consistently delivering outstanding service to our customers and contributing to the financial success of the organization, its clients, and its employees. Equal access to programs, services, and employment is available to all qualified persons. Those applicants requiring accommodation to complete the application and/or interview process should contact a management representative.