Architectural Technician Position

**SUMMARY:**

Architectural Technician

We are looking for a talented enthusiastic addition to our team, to assist in project development through all phases of the design and construction process.

WBCS is a full-service architectural firm, with a comprehensive approach to community design and placemaking. Our project types range from adaptive reuse, multi-family, community master planning, arts, education, and entertainment.

The applicant will be involved throughout the entire project development, helping to maintain the project goals and schedule. Job duties will range from design, drawing production and project management, to client and consultant coordination. This individual should be passionate about the design and research processes that develop innovative concepts and design solutions for the client and end users.

**QUALITIES:**

* Strong written and verbal communication skills
* Technically proficient, with ability to graphically communicate ideas to clients and the project team.
* Collaborative approach & interdisciplinary teambuilding
* Organized and detail oriented
* Time management and organizational skills
* Motivated and mission driven, capable of running several projects at differing types and scales.

**EDUCATION & EXPERIENCE:**

* Technical drafting degree or equivalent
* Project management experience a plus
* Proficient in CAD and building modeling.
* 3D modeling a plus

**YOUR ROLE (PRIMARY RESPONSIBILITIES):**

* Plan, schedule, and manage the production drawing process, coordinating with the development team and consultants, ensuring milestones are met.
* Assist in keeping project design, quality, and budget within project goals.
* Develop a thorough understanding of project requirements and convey to the team.
* Creative problem solving
* Continue to develop and stay informed of latest innovations.
* Persuasively and visually communicate ideas effectively to the project team and clients.
* Provide progress reports and track project status.