



TLCD Architecture is seeking an experienced Project Architect with experience in civic, commercial, educational, healthcare, or multifamily/mixed-use projects to join our award-winning design firm. A Project Architect is responsible for development and coordination of the design and documentation of a project through all phases of construction and will work closely with the Project Manager and Firm Principal. Client communication is a primary responsibility, as well as being the point of contact for consultants and contractors.

ABOUT THIS ROLE

- Responsible for ensuring the design intent is incorporated into detailed documentation and properly executed
- Ensures that documentation conforms to the best practice, quality control and assurance standards of the office while working closely with project managers and principals
- Understanding and interest in materiality and constructability of project details
- Leadership in programming meetings, client workshops, and presentations
- Coordinate and collaborate with consultants and contractors to develop and deliver quality architectural design solutions and documents
- Participate in proposal generation and interviews for potential projects
- Responsible for communication with public agencies and jurisdictions
- Involvement through all phases including site visits and construction administration
- Project budget and invoicing awareness
- Mentors and leads project teams while maintaining a collaborative professional working environment
- Base salary estimated between \$90,000 - \$145,000 plus benefits, depending on relevant experience

ABOUT YOU

- Bachelor's or Master's in Architecture
- Architecture license required; CA license preferred
- Minimum of 7 years' experience in relevant field
- Strong coordination and management skills to design and produce a tight set of project documents
- Knowledge of building codes, jurisdictional approval process, and construction documentation required
- Specification writing experience
- Proactive communication, collaboration, and organizational skills
- Strong leadership and interpersonal skills
- Revit experience is preferred

WHY TLC D ARCHITECTURE

TLCD is the leading architecture and interior design firm in the North Bay with over 60 years of experience as modeled by our design excellence, diversity of work, and community enrichment. Our location in Sonoma County wine country affords us access to opportunities throughout the greater Bay Area and Northern California. We believe each project is driven by unique client goals, design opportunities and challenges.

TLCD BENEFITS

- Competitive salaries
- Generous 100% employer paid health program, dental, vision, and disability benefits are offered for full-time employees
- 401k matching plan
- 10 paid holidays
- Paid time off (3-4 weeks a year based on experience)
- Weekly 'Wine Wednesday' all employee social and learning gatherings
- Professional growth and learning opportunities
- Continuing education programs
- Community volunteer opportunities
- Work life balance
- Flexible work schedule including half-day Fridays
- Hybrid/Remote opportunities available

TLCDARCHITECTURE
www.tlcd.com

Send resume and portfolio to employment@tlcd.com and reference **Project Architect** in the subject line.