

BERNARDON

ARCHITECTURE
INTERIOR DESIGN
LANDSCAPE ARCHITECTURE

Dream. Design. Succeed.

Established in 1973, Bernardon is an award-winning architecture, interior design, and landscape architecture firm. The people of Bernardon have a passion for delivering high quality design in a collaborative, imaginative, innovative, and enjoyable environment. Our offices are in the heart of great downtown and urban settings – Philadelphia, PA, West Chester, PA, and Wilmington, DE.

We are currently seeking a **Project Architect** to join the team in our **West Chester, Pennsylvania office**. You will work with a dynamic group of people and will help to create places that will have an aesthetically pleasing and environmentally responsible impact on the areas where we live, work, and play. Our projects run the gamut of market sectors and are among some of the best in the region. We offer competitive compensation, robust benefits package, and opportunities to grow.

Responsibilities – *the stuff we trust you with*

- Working jointly with design Principals on a variety of tasks
- Managing, executing, and coordinating architectural projects
- Preparing design and construction documents
- Managing and coordinating construction administration services including field observations, submittal review, and responding to RFIs
- Preparing drawings and renderings using CAD programs and/or hand sketches
- Accurate documentation of time on task
- Frequent and timely communication with project team and client, both oral and written
- Work as a team leader on small to medium size projects
- Independently and with team work to problem solve around specific design conditions or general design issues
- Assisting in the mentoring of less experienced staff

Behaviors – *the just as important stuff*

- **Proactive:** We come to our clients, managers, and meetings with solutions, not problems
- **Accountable:** We can give a satisfactory answer/reason for everything we do
- **Consistent:** Our actions are in pursuit of the common goal
- **Transparent:** We offer real and timely feedback
- **Supportive:** We provide one another assistance and encouragement and strive to make work fun

Key results – *the results we need*

- Delivery of high-quality design
- Represent the firm and build the brand with professionalism in all activities
- Excellent work within scope, budget, and timeline



Qualifications – *what you bring to the table and the stuff we can't do without*

- Degree in Architecture (B. Arch or M. Arch)
- Verifiable architectural licensure
- 6-10 years of experience is ideal
- Experience working in a collaborative team setting
- Excellent communication skills
- Broad base of experience in all aspects of design, documentation, and construction administration
- Confidence to interact at all levels, internal and external
- Proficiency in Revit
- Technically sound in programs such as AutoCAD and SketchUp
- Design expertise in our areas of focus, which include:
 - Multifamily
 - Mixed Use/Retail
 - Senior Living
 - Commercial
 - Wood frame and Metal frame construction
- Excellent presentation skills
- Proficiency in MS Office Suite products
- Strong working knowledge of building and life safety codes
- Capability to develop sections, details, and schedules
- Ability to generate “mark-ups” to be completed by others

Travel – *where you might go*

- Travel will be required in the region, based on the location of active and prospective projects.

Contact

Bernardon is an EOE. Send your letter and resume to careers@bernardon.com. Be sure to include anything that will help him understand why Bernardon should choose you as our newest team member where you can **Dream, Design, and Succeed.**