

WE'RE HIRING

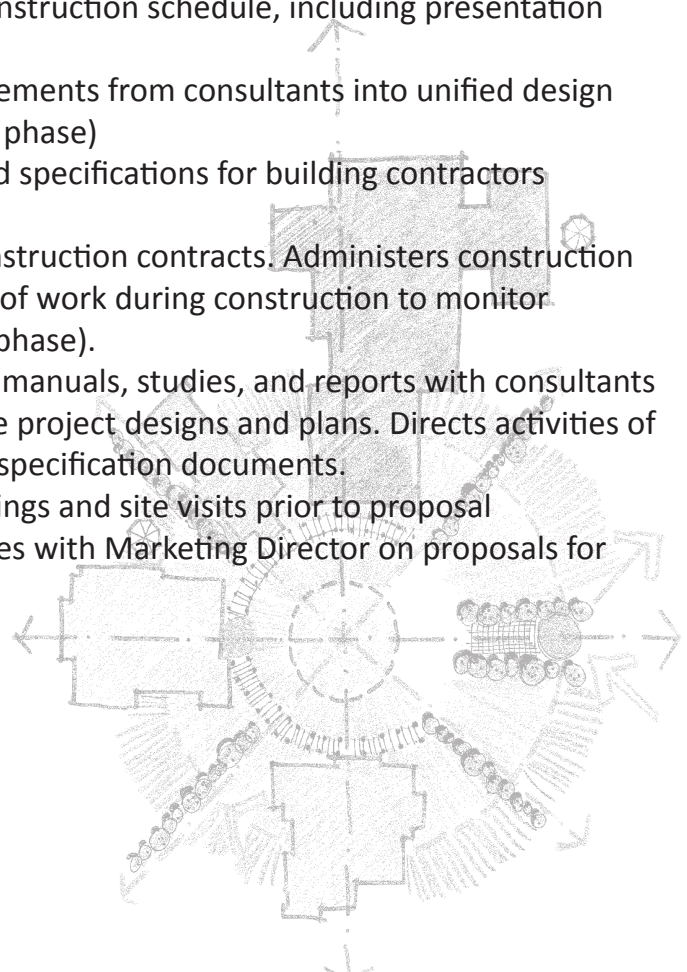
REGISTERED ARCHITECTS

OVERVIEW

Dyron Murphy Architects, P.C., a Native American-owned firm in Albuquerque, New Mexico, has an immediate opening for a full-time registered Architect with a minimum of three years experience. This position requires design and architectural project management skills, with minimal supervision. Experience in the commercial, educational, medical and justice fields are a plus. AutoCAD and Revit proficiency is required.

JOB DESCRIPTION

- Researches, plans, designs, and administers building project for clients, applying knowledge of design, construction procedures, zoning and building codes, and building materials.
- Consults with client to determine functional and spatial requirements of new structure or renovation (programming phase), and prepares information regarding design, specifications, materials, color, equipment, estimated costs, and construction schedule, including presentation drawings (schematic design phase).
- Plans layout of project and integrates engineering elements from consultants into unified design for client review and approval. (design development phase)
- Prepares scale drawings and contract documents and specifications for building contractors (construction document phase).
- Represents client in obtaining bids and awarding construction contracts. Administers construction contracts and conducts periodic on-site observation of work during construction to monitor compliance with plans (construction administration phase).
- Prepares or coordinates operating and maintenance manuals, studies, and reports with consultants and contractor. Uses CAD or BIM software to prepare project designs and plans. Directs activities of production staff engaged in preparing drawings and specification documents.
- Assists in review of RFPs, attends pre-proposal meetings and site visits prior to proposal production. Edits, prepares narratives and coordinates with Marketing Director on proposals for potential projects.



BENEFITS

Dyron Murphy Architects, P.C. offers competitive salaries and a comprehensive employee benefits package, which includes:

- 401 (K) Retirement Savings Plan with Employer Match and Profit-Sharing Plan Insurance: Medical, dental, vision, long-term disability, life and AD&D insurance
- Paid Time Off
- Paid Holidays
- Work/Life Balance

SCHEDULE

- Full-time with hybrid option
- This position does require being physically located in greater Albuquerque, NM area

Qualified candidates may email resumes to: dmaemployment@dm-architects.com, fax to: (505) 830-0237 or mail to: Dyron Murphy Architects, P.C., Attn: Employment, 4505 Montbel Pl NE, Albuquerque, New Mexico 87107.

