

1140 SW Simpson Avenue

Suite 200

Bend, OR 97702

P 541 382 5535

bbtarchitects.com

POSITION: PROJECT ARCHITECT

ABOUT BBT ARCHITECTS:

Over the past 40 years, BBT Architects has developed a dynamic architectural practice with a diverse portfolio of public, commercial, interior design, and planning projects. Across Oregon, we have developed a reputation for a thoughtful approach that promotes meaningful interactions. Our collaborative process focuses on conversation and curiosity. We believe that embedding these ideas in our every action makes for better design, a more vibrant work culture, and enduring client relationships. As community members and community makers, our team is motivated and passionate about creating spaces that connect people to places while preserving resources.

ABOUT THE POSITION:

As a Project Architect at BBT, you will be responsible for leading and managing architectural projects from inception through to completion. Your role will encompass a wide range of responsibilities, including design, coordination, documentation, client interaction, and project team management. You will work closely with our clients, fellow architects, and other stakeholders to bring innovative and design solutions to life.

KEY RESPONSIBILITIES:

- **Design Phases:** Collaborate with the design team to create innovative and aesthetically pleasing architectural solutions that align with the project's goals and objectives.
- **Project Management:** Lead project teams, including junior architects and designers, and oversee project timelines, budgets, and quality control.
- **Client Interaction:** Maintain strong relationships with clients, ensuring their needs are met and expectations are exceeded throughout the project.
- **Code and Regulatory Compliance:** Ensure all architectural designs adhere to local building codes, regulations, and standards.
- **Construction Documents:** Produce comprehensive construction drawings and specifications, collaborating with engineers and other consultants as needed.
- **Quality Control:** Review and inspect work in progress to ensure it aligns with the approved design and quality standards.
- **Sustainability:** Integrate sustainable design principles into projects to minimize environmental impact and enhance energy efficiency.
- **Coordination:** Collaborate with Structural engineers, civil engineers, MEP/LV engineers, landscape architects, and other professionals to ensure seamless integration of all design elements.

QUALIFICATIONS:

- Bachelor's or Master's degree in architecture.
- State-issued architectural license.
- 8+ years of experience in architectural design, with a strong portfolio of completed projects.
- Strong project management and leadership skills.

- Excellent communication, presentation, and client management abilities.
- Proficiency in architectural software, including Revit and SketchUp. Experience in Office Suite.
- Knowledge of sustainable design principles, LEED certification, and WELL AP is a plus.
- K12/Higher Education experience is a plus.
- Ability to work well in a collaborative team environment.

WHAT WE OFFER:

At BBT Architects, our culture is rooted in teamwork and collaboration. We value hardworking individuals who contribute positively to their surroundings. We provide a competitive salary commensurate with experience and a comprehensive benefits package that includes:

- Employer-Paid Health Benefits (Employee Only): We offer comprehensive medical, vision, and dental coverage to maintain your overall health.
- Employer- Paid Short-term and long-term disability insurance to provide financial security in times of need.
- Employer-Paid Life insurance for peace of mind and financial protection for your loved ones.
- Optional flexible spending account.
- A retirement plan with company contributions to secure your future.
- Balancing Work and Life- Every Friday throughout the year, the BBT office closes at noon to encourage staff to explore the unique venue that is Central Oregon with coworkers, friends, and family.
- Fridays at Nine- BBT engages learning and inquiry through our weekly "Fridays at Nine" gatherings. This time allows for conversations around what we do, how we do it, and why we do it from different perspectives.

For more information about BBT, please visit us at www.bbtarchitects.com. You can also find us on [LinkedIn](#), and [Instagram](#).

APPLICATION PROCESS:

If you are a talented and experienced Project Architect looking to join a forward-thinking architectural firm, we encourage you to apply. Please submit your resume, cover letter, and a portfolio in a single PDF of no more than 10MB showcasing your work to employment@bbtarchitects.com.

BBT Architects is an equal-opportunity employer. We celebrate diversity and are committed to creating an inclusive environment for all employees.

BBT Architects is dedicated to fostering a diverse and inclusive workplace. We encourage all qualified individuals to apply, regardless of race, ethnicity, religion, gender, sexual orientation, age, disability, or veteran status.