



## INTERMEDIATE & SENIOR ARCHITECT POSITIONS

Ayshkum Engineering is a joint architecture and engineering firm providing architecture, civil engineering, project management, and master planning services in Winnipeg and throughout Manitoba for indigenous economic developments and communities.

The Architecture department of Ayshkum Engineering Inc. is seeking an Intermediate and Senior Architect licensed in Manitoba, to work closely with a technical team throughout the project design, construction document and contract administration phases for buildings of varying size and complexity. This is an in-office position for Canadian citizens or those possessing permanent residence status.

### PRIMARY RESPONSIBILITIES

1. Collection and assessment of existing site, building condition, funder, and/or client information.
2. Preparation of a project schedule and implementation of that schedule throughout the project.
3. Work with clients to prepare Needs Assessment reports and Architectural Space Programs
4. Conduct project meetings and preparation of meeting minutes.
5. Review of zoning by-laws and building codes and the application to construction documents.
6. Preparation of Needs Assessment reports and Space Programs
7. Preparation of Design Drawings including Design Options and Alternatives
8. Convert design drawings into a coordinated working drawing set with the assistance of technical staff. Apply Ayshkum graphic and filing standards for all documentation.
9. Analyse and evaluate optional architectural building materials, assemblies, and systems.
10. Prepare specifications or coordinate same with specification sub-consultant.
11. Lead the coordination of an interdisciplinary sub-consulting team in the preparation of a construction document packages, including drawing coordination across disciplines.
12. Coordinate tendering activities and prepare addenda.
13. Construction phase services, including field-observation and reporting, change documentation, supplemental instructions, contract document interpretation, submittals, payment evaluations, and submittals.
14. Facilitate occupancy permit application and project close-out activities.

### KEY SKILLS

Candidates will display demonstrated understanding and experience relating to:

1. Excellent technical written, graphic, and verbal communication skills.
2. An understanding of Manitoba construction techniques.
3. An understanding of Building and Energy Code requirements and Zoning Bylaws.
4. Conversant with CAD programs including Revit, AutoCAD, Sketchup, Vectorworks, and MS Office.
5. Management of consultants on multiple projects.
6. Capacity to lead and delegate within a technical team.
7. Technical accuracy in preparing documents.
8. Mentoring junior staff.

### MANDATORY CERTIFICATION AND EXPERIENCE

1. An architectural degree from a recognized University and licensed by the Manitoba Association of Architects (MAA)
2. Minimum 5 years Canadian professional experience as a licensed architect.

Salary: Commensurate with experience

Please send your request for further information and CV to Mr. Brett Doerksen

We thank all applicants for their interest, however only those selected for an interview will be contacted.