



INTERMEDIATE ARCHITECT

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

The Architecture department of Ayshkum Engineering Inc. is seeking an Intermediate Architect licensed in Manitoba, to work closely with the Lead Architect and 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. Assist with collection and assessment of existing site, building condition, funder, and/or client information.
2. Assist with the preparation of a project schedule and implementation of that schedule throughout the project.
3. Participate in project meetings and preparation of meeting minutes.
4. Assist in the review of zoning by-laws and building codes and the application to construction documents.
5. Convert design drawings into coordinated drawing sets throughout the architectural services and with the assistance of technical staff. Apply Ayshkum graphic and filing standards for all documentation.
6. Assist the Lead Architect with the evaluation and selection of architectural building materials, assemblies, and systems.
7. Prepare specifications or coordinate same with specification sub-consultant.
8. Lead the coordination of an interdisciplinary sub-consulting team in the preparation of a construction document packages, including drawing coordination across disciplines.
9. Coordinate tendering activities and prepare addenda.
10. Participate in construction phase services, including field-observation and reporting, change documentation, supplemental instructions, contract document interpretation, submittals, payment evaluations, and submittals.
11. Facilitate occupancy permit application and project close-out activities.

KEY SKILLS

Candidates will display demonstrated understanding and experience relating to:

1. Technical written, graphic, and verbal communication skills.
2. Manitoba construction techniques, or ability to rapidly adapt to local standards.
3. Manitoba and Winnipeg building code requirements and zoning bylaws.
4. Revit, AutoCAD, Sketchup, National Building/Energy Code 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. Post-secondary architectural degree 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 or resume by email to: office@ayshkum.ca

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