



BFA+D
Barbara Felix
Architecture + Design

Intern Architect

Immediate full-time or part-time opportunity for an Intern Architect who is a motivated self-starter, able to multi-task, and passionate about good design. Ideal candidate will have between one and three years of experience, preferably in an architectural office, and a strong background and knowledge of AutoCAD and/or Revit.

Responsibilities:

- Work under design principal or project architect on a wide range of projects including architecture and/or interior design
- Assist with development of working drawings through all phases of a project, including pre-design and code review, design documents, bidding and close-out documents on a variety of projects
- Assist with consultant communications and meetings
- Assist in client communications and meetings

Desired Qualities:

- Between one and three years of experience, preferably in an architectural office
- Excellent interpersonal and communication skills (written and oral)
- Highly motivated
- Collaborative spirit and sense of humor

Minimum Required Skills:

- Proficiency in AutoCAD and/or Revit
- Good communication and graphic skills
- Great organizational skills and ability to work on multiple projects while meeting deadlines
- Friendly, flexible, and versatile
- Ability to work openly and amicably with team, under design principal or project architect

Preferred Skills:

- Experience with Adobe Creative Suite (InDesign, Photoshop) and MS Office Suite
- Ability to provide code review/research
- LEED Accreditation (or working towards LEED accreditation)
- If unlicensed, working towards licensure

Compensation:

- Full-time position; compensation based on experience and education.
- Part-time position; hourly base on experience and education

Interested applicants should send a resume, portfolio, and references to Becca Snyder, AIA at becca.snyder@bjfelix.com. No phone calls, please.