



Project Manager/Job Captain- Job Opening

Isaman design Inc.

Firm Description

Isaman design, Inc. is a premier architecture firm located on the Central Coast of California with a variety of projects throughout SLO County and beyond. We successfully build relationships with local and remote clients and appreciate the diversity of all architectural styles they bring to our firm. Specializing in high end residential architecture our portfolio also includes mixed-use, multifamily, and tenant improvement project types. Office events include bi-annual parties, frequent happy hours, and project update presentations. We pride ourselves on a fun office environment and maintain a strong work life balance.

For more information about our firm please visit us on [Instagram](#) and our [website](#)

Qualifications

- Accredited degree in architecture
 - 5+ years' experience project managing & designing (min. 2 years of consecutive years of residential)
 - Moderate or better experience level with BIM programs (Revit OK, Archicad Preferred)
 - Strong Communication Skills (written, verbal, graphic)
 - Experience interacting with clients and consultants in a professional manner
 - Strong comfort level with Adobe Suite and Microsoft platform
 - Ability to maintain high level of organization
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Primary Responsibilities

- Work with Project Architect to design, develop, and project manage multiple large projects simultaneously
 - Comprehensive development of building massing, modeling, and detailing
 - Attend design review meetings with clients on project-by-project basis
 - Internal review of drawings for content and completeness
 - Perform project due-diligence and zoning research to establish project viability
 - Coordination with consultants and construction team throughout duration of project
 - Assist Project Architect in processing building permit package
 - Research and specify materials, products, and systems
 - Assist Project Architect in responding to RFI's, processing submittals, and reviewing shop drawings
 - Collaborating with lower-level designers on a wide range of project tasks
 - Train and mentor designer level staff
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Compensation Package

We offer a competitive compensation package including 401K, profit sharing, medical, dental, vision, life, long-term disability insurance, paid holidays, paid vacation, sick leave, mid and end of year discretionary bonuses, and continuing education stipend.

Application Instructions

Submit resume, portfolio, and optional cover letter. Work samples should include your role on the project submitted. We will acknowledge receipt of information, but only candidates being considered for a position will be contacted. Please no hard copies, drop-ins or telephone calls.

Email: careers@isamandesign.com