

Job Information

Employer Name: Musson Cattell Mackey Partnership

AAA Member : Yes No

Job Title: Job Captain

Job Type (F/T or P/T): F/T

Location(s): Vancouver, BC

Expected Start Date: TBD

Website Address: www.mcmparchitects.com

Job Description

The Job Captain is responsible for overseeing the actual drafting of the project and takes directions from the Project Manager, the Project Architect, and / or the Architect of Record. The primary requirements and critical skill set of a Job Captain include keeping details straight between various stakeholders, an understanding of 'how' a drawing set of a building is put together, and a keen understanding of processes required to document the building (s) for various Planning/Building Departments.

- Reports to Partner/Principal, Associate or Project Manager
- Directly supervises 1-2 employees and consultants involved in project. Take sketches and initial architectural designs from Principal in charge and creates hard line drawings from them in Revit/AutoCAD.
- Establish cartoon set for drawing sets related to city approvals and client presentations.
- Create drawings and document packages as part of project milestone submissions.
- Manage and maintain project files, office CAD standards and including monitoring CAD drawings and BIM modeling correctness.
- Ensures compliance and monitoring of production process and office BIM standards.

Qualifications & Skill Sets

- Bachelor's Degree in Architecture or Technical Diploma (3-5 years of experience working as a Job Captain)
- Experience in creating drawing sets and taking projects from start to finish, through all phases
 - Working knowledge of BC Building Codes, Vancouver By-laws and accessibility requirements meeting provincial standards
 - Deadline and detail-oriented, self-starter and takes initiative
 - Understands and appreciates the importance of collaboration and is a "team player"
 - Effective and concise communicator: verbal and written English
 - Precise decision-making and document checking abilities, accuracy and accountability
 - Strong proficiency required in Revit, AutoCAD, 3D programs a plus, MS Office, Photoshop and/or InDesign

Contact Information

(Please indicate any documents which applicants are required to submit, i.e. portfolios, cover letter, etc)

Submit Your Resume in Confidence!

We are an open and collaborative teamwork focused environment where we value our employees and offer the potential for growth within the firm. Please, no phone calls or drop-ins. Submit your resume by e-mail (pdf) indicating the position you are applying for in the Subject line.

Attention: Gabriele Bromley (Ms), Administrative Director & Associate
Musson Cattell Mackey Partnership Architects Designers Planners
Email: mcamp@mcmparchitects.com