

Licensed Architect (Bozeman, MT)



45Architecture is seeking a Full-Time Licensed Architect.

45 Architecture is a nationally experienced community design firm located in Bozeman, Great Falls, and Livingston, MT that has completed many educational, commercial, residential, community/civic, mixed use, winery and hospitality projects across the US. 45 Architecture is a company characterized by an entrepreneurial spirit, true team-work across expertise areas with an open studio and new ways of approaching conventional tasks. We have an informal work environment where camaraderie and collegial support are highly valued and where ambition, very high work morale and dedication to being the innovators of our field unify our firm. We actively support AXP and ARE candidates on the path to licensure. We are invested in our community with non-profit participation and value personal involvement within the community.

Primary Responsibilities:

- Support project team in development of the design and production, organization, coordination, thoroughness, and accuracy of the virtual building model and all documents in the drawing set for all project types.
- Communicate and coordinate with project team members, consultants, and contractors
- Research code requirements and interface with governmental agencies
- Research materials, products and systems
- Work with the project team to produce presentation materials for client and agency presentations
- Record and issue minutes for project meetings with the ability to track budget, schedule and workflow.
- Communicate with and coordinate the efforts of project team members, clients, consultants, contractors and agency officials
- Research and specify materials, products and systems
- Attend jobsite meetings, issue supplemental instructions and RFI responses, process submittals and shop drawing review during Construction Administration

Qualifications:

- Accredited degree in architecture
- 5-10 years of related professional experience in design, production and management.
- Demonstrated BIM proficiency (Revit preferred)
- Excellent verbal, written, collaborative and graphic communication skills
- Willingness to help build an amazing company and share ideas on how to make a company

better

How to Apply:

Submit cover letter, resume and portfolio samples, with indication of your role on the projects submitted to hello@45arch.com. We will acknowledge receipt of your information, but only candidates being considered for a position will be contacted. Please no hard copies, drop-ins or telephone calls. Resumes submitted without work samples will not be considered.

We offer a competitive compensation package based on experience

- Principals only. Recruiters, please don't contact this job poster.
- do NOT contact us with unsolicited services or offers