

ARCHITECTURAL ASSOCIATE III

BESSOLO DESIGN GROUP

A FULL SERVICE ARCHITECTURAL, ENGINEERING, & INTERIOR DESIGN FIRM LOCATED IN ST. PETERSBURG, FLORIDA

Bessolo Design Group, Inc., an award winning and highly rated Fast 50 company by Tampa Bay Business Journal, is expanding and seeking a well-rounded and experienced Administrative Assistant to join our team.

The Architectural Associate III utilizing Revit and AutoCAD, will assist in the design preparation of schematic, design development and construction documents for all projects with **strong emphasis on Senior Living Facilities, Health Care, Multi-Family, Retail and Community projects.**

Candidate will be responsible for these main areas: Duties will include, but not limited to:

Duties

- Prepares design development and construction drawings for new or modified structures
- Oversees technical drafters, coordinating work, schedules and deliverables
- Responsible for using Revit and CAD software for layout diagrams, schematics and construction documents

Qualifications:

- Must be proficient in AutoCAD and Revit (4 – 6 years of experience).
- Experience drafting in Architectural Field Minimum 4 years
- Experience in coordination with engineering and interior design disciplines
- Has knowledge of commonly used concepts, practices and procedures within the architectural field
- Experience with building systems and methods of building construction
- Experience with Code Review and preparing Life Safety Plans

Experienced (Minimum 4 Years) in producing AutoCAD and Revit drawings for

- Schematic Design Drawings
- Design Development Drawings
- Construction Documents
- Coordination with multiple disciplines

Software Knowledge Requirements

- Autodesk Revit 2019 or later Required
- Autodesk – AutoCAD 2019 or later Required

- Microsoft Office (Excel, Word, Outlook, Project)

Work Ethic

- Must practice high morals and ethics
- Must be focused, organized, detail oriented and able to prioritize
- Positive Attitude
- Ability to work closely within a team

Education Requirements

- Degree in Architecture

About Us:

Bessolo Design Group, based in St. Petersburg, FL, is a 37 year old architectural, engineering, and interior design firm composed of professionals dedicated to providing quality, creative and technical expertise involved with facilities development for private individuals and institutions.

The firm has experience with both public and private sector clients with demonstrated design expertise in Healthcare, Senior Living, Multifamily, Retail and Community. Bessolo Design Group provides diversified design and management services in six major disciplines:

Architecture
Interior Design
Mechanical Engineering
Plumbing Engineering
Electrical Engineering
Structural Engineering

Bessolo Design Group was created on the premise that the successful fulfillment of our commitment to clients is the criteria by which our performance will be evaluated. Client Satisfaction is our ultimate goal. Please check out our website www.bessolo.com for some of the exciting projects we have been involved in.

We offer competitive salaries and generous benefits; Medical, Dental, Vision, Life Insurance, AD & D and Short-Term Disability for employee 100% paid by the Company, along with long-term disability and additional life at group rates. Paid holidays, and PTO days, as well as a generous 401K match. We strive to provide a fun yet productive environment for our employees to enhance their personal and professional growth.

Please submit Cover Letter, Resume, any work examples, a List of professional references and salary range to Employment@bessolo.com

EOE