

Job Title: Freelance Intern Architect II

Years of Experience: 3-5

Job Description:

Peace Studio Architects, Inc. - a Lincoln, Nebraska based firm that includes a diverse team of architects, designers, alliance firms. We are currently seeking a freelance Intern Architect II [independent consultant] on a per project basis.

Duties will include self-directed work in the preparation of schematic design, design development, construction drawings, and permit sets. Additional activities include writing reports, reviewing shop drawings, project submittals, documenting code review and compliance, and communicating and coordinating with clients, contractors, and other consultants related to assigned projects.

Job Responsibilities:

- Performs site analysis including field measurements and documentation of existing conditions.
- Creates or modifies documents and drawings such as preliminary design studies, client presentations, schematic designs, and design development drawings under general supervision by the firm principal.
- Accurately prepares project construction documents and permit sets.
- Coordinates the preparation of MEP, life safety, and other outside vendor documents for insertion into permit sets.
- Validates that code and zoning requirements are met for assigned work.
- Reviews shop drawings and submittals to ensure accuracy.
- Properly files and archives project documents.
- Perform architectural assignments (may have some design responsibility).
- Self-checks work for accuracy, omissions, and legibility.

Qualifications/Requirements:

- Bachelor of Science degree in Architecture from an accredited program.
- 3 -- 5 years architectural office experience.
- Knowledge of project design and construction document production.
- Knowledge of construction materials.
- Proven skills in AutoCAD, Adobe Photoshop, and 3D visualization software [Adobe Suite, Rhino and Grasshopper, Sketch-Up, REVIT a plus] Blubeam, Revit, and Microstation
- Excellent interpersonal and time management skills.
- Excellent written and verbal skills.
- Ability to work independently and collaboratively in a team environment.
- Working towards ARE.

To Apply:

- Submit a cover letter stating your relevant experience and your understanding that this is a freelance position on a per project basis (independent consultant).
- CV that highlights the qualifications/requirements noted above and recommendation letters.
- Submittal of a digital project portfolio [not to exceed 8mb] or digital portfolio website link that provides examples of drawings and projects with descriptions of your role and job duties for each project.

- Hourly rate and/or flat fee per project will be determined based on experience (\$30-\$45/hr range)

Please note this position is for a freelance Intern Architect II [independent consultant] on a per project basis. This position does not offer part-time or full-time employment as an employee. As such, you will be subject to Self-Employment Tax.

Please note that our website was hacked and is currently being repaired. To see a variety of our projects please look at our Facebook page.

Peace Studio Architect, Inc.

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