

esg

Job Title: Architectural Job Captain

Location: North Loop Green, Minneapolis, MN

Company: ESG Architecture & Design

About Us:

ESG Architecture & Design is a premier architecture and interior design firm known for our innovative, creative design solutions. We specialize in projects for development clients across the country, focusing on the multi-housing, workplace, and hospitality sectors. Our team is dedicated to excellence in design and creating environments that foster creativity and collaboration.

Role Overview:

The Architectural Job Captain will serve on a variety of project types and will be primarily responsible for project documentation and coordination. The Job Captain supports the Project Architect and Project Manager and guides the extended team to create complete design and construction documents.

Primary Responsibilities:

- Responsible for project detailing, drafting, quality assurance, and scheduling.
- Assure that projects meet building codes, budgets, and all necessary deadlines in order to fully meet client expectations.
- Facilitate communication between the project team and consultants.
- Work in a fast-paced environment and function comfortably, gain trust and deal effectively with a wide range of individuals including consultants, contractors and the ESG project team.
- Utilize leadership, organizational, communication and relationship management skills effectively on a daily basis.
- Understand building codes, construction types, and drawing standards to resolve complex technical and design issues.
- Create technical documents that succinctly, thoroughly and accurately describe the work to be constructed.

Qualifications:

- Associates degree in Architectural Drafting or Bachelor's degree in Architecture
- 8+ years of architectural project experience
- Required proficiency in Revit and Bluebeam Revu. Experience with SketchUp and Adobe Creative Suite is a plus.
- Strong written and verbal communication skills
- Values diverse perspectives and maintains an inclusive, harmonious work atmosphere
- Finds ways to overcome obstacles while maintaining a positive outlook
- Motivates and uplifts others, fostering a spirit of positivity and growth

- Consensus builder who is adept at collaboration and works well in a team environment
- Good listener who appreciates receiving and giving feedback
- Strong attention to detail, accuracy, and timeliness

Benefits and Compensation:

- Annual Salary: \$80,000 - \$95,000, depending on experience level and skill set
- Medical, Dental, Vision, Disability and Life insurance packages
- 401K matching program

If you meet the minimum qualifications listed above, we encourage you to apply with your cover letter, resume and project samples. Submit your information to **resumes@esgarch.com**.