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*James Reardon*  
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**RE: We are Hiring**  
EXP seeking out Architects and Intern Architects for Fredericton and Saint John Studio's

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### **Job Description**

An online search of EXP will indicate that we are a large multinational architecture and engineering firm with more than 3,000 staff across North America. While this is true, as an employee-owned company, we also take great pride in providing a high level of empowerment and flexibility to our local and regional offices. It's this "family-run business" culture that sets us apart from other large AE firms and allows us to meet the diverse needs of our clients in each geographical market.

Locally here in Atlantic Canada, we boast a very deep and talented team of more than 200 staff who collaborate seamlessly across our seven (7) office locations in Halifax, Sydney, Moncton, Fredericton, Saint John, St. John's, and Goose Bay.

### **Your Challenge:**

We are currently seeking a dynamic, innovative, and collaborative Architect to join our team in one of our New Brunswick offices, you choose which one! Not only will you be given an opportunity to help bring local architectural projects to life; but you will also have a chance to collaborate with EXP team members across North America on some very large and challenging projects! If you are interested in helping to shape the future of Architecture in Atlantic Canada, EXP is the growing architectural practice for you.

### **Your Responsibilities:**

- Participate in conceptualizing, planning and overseeing the design of Architecture as well as manage the implementation of the production of architectural technical documents, including all drawing packages, and the full interdisciplinary coordination of the technical documents;
- Interaction and fostering relationships with clients to capture their project vision and help them realize the project potential;

- Manage the preparation of all architectural technical document packages and related submittals related to planning, obtaining approvals, specifications for trade services to be procured by the Owner;
- Work with the architectural, engineering and specialist resources to ensure resources are coordinated, mobilized to perform the services in compliance with the Contract.;
- Participate in preparation of project reports and status updates, as may be required;
- Lead and/or participate in regular project meetings and ensure that stakeholders are well informed on project progress and best efforts are exerted in meeting their needs;
- You will provide technical and administrative oversight to ensure that both the internal and external client needs are met and that the projects are delivered within cost, quality and schedule targets;
- Openness to a diverse and inclusive workforce is a requirement;

**The Skills & Knowledge You Bring:**

- Well-rounded design skills including concept ideation, and creative problem solving;
- Minimum 7 years as a licensed Architect;
  
- You will have previous experience working on large/medium scale projects;
- Licensed Architect with AANB or immediately eligible for licensure;
- BIM360, Revit and Bluebeam experience would be an asset;
- Proficient in the use of Microsoft Office suite of software is required;
- Strong SketchUp skills;
- Adobe Creative Suite including InDesign experience an asset;
- Strong communication skills both written and oral

Throughout this pandemic, EXP has thrived as a growing business by encouraging a healthy work life balance, promoting remote working and hybrid working models, strong IT support and strong emphasis on collaborative communication. Come explore the opportunity and potential of this great career with us!