

Caron Lagacé Architecture + Design is currently seeking an **Architect** to join our firm located in Bathurst, New Brunswick.

**Purpose of the position:**

The architect conceptualizes, plans and develops blueprints and specifications for the construction and renovation projects of buildings – mostly in the commercial and institutional industries

**Job responsibilities:**

- Consult with clients to determine the type, style and purpose of renovations or new building construction being considered;
- Conceptualize and design buildings and develop plans describing design specifications, building materials, costs and construction schedules;
- Prepare sketches and models for clients;
- Prepare or supervise the preparation of drawings, specifications and all other construction documents for use by contractors and tradespersons;
- Prepare bidding documents, participate in negotiation of contracts, and award construction contracts;
- Monitor activities on construction sites to ensure compliance with specifications
- Conduct feasibility studies and financial analyses of building projects;
- Analyze building codes, municipal bylaws, spatial and implementation requirements, as well as other reports and technical documents.
- Build architectural models, block plans, 3-D virtual models of architectural designs.

- Develop and implement, as needed timeframes, project and action plans, and keep them up to date;
- Verify the work of other draftspersons, technologists, technicians or other members of the architecture team to ensure the quality of internal and external deliverables.

### **Expertise and education:**

- A bachelor's degree from an accredited school of architecture or the completion of a curriculum of the Royal Architectural Institute of Canada (RAIC) is required.
- A graduate degree in architecture may be required.
- Completion of an internship under the supervision of a registered architect is required.
- Successful completion of the architect registration examination is required.
- Registration with a provincial regulatory body is required.
- The Leadership in Energy and Environmental Design (LEED) certification offered by the Canada Green

### **Communications:**

The position holder must demonstrate the following qualities in the performance of work duties:

- Must be bilingual
- Must be decisive
- Must be attentive to staff and clients' needs
- Must be able to delegate tasks and share decision-making with staff
- Communicating efficiently, both orally and in writing, using methods that are appropriate to the situation
- Offering opinions in a clear and concise manner

- Listening attentively during meetings and feedback sessions
- Asking questions to ensure full understanding of the situation
- Adopting a professional approach using all appropriate communication tools available
- Communicating relevant information to team members to ensure the success of projects and action plans.
- The position holder must also be able to motivate, encourage teamwork, and establish good interpersonal relationships with other staff members, the public, partners, clients, suppliers and governmental agencies.

**Decision-making:**

The position holder must make several daily decisions under the supervision of the principal architect(s).

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If you are interested in this exciting, challenging position please send your resume to [carole@cladinc.ca](mailto:carole@cladinc.ca)