



POSITION OPENING:
Graduate Design Associate

THE FIRM

Chisel Architecture was founded in 2019 and is proud of the rigor, excellence, process, and product they consistently deliver to their clients while working with project partners across multiple projects. The firm provides custom architectural design within a process equally as customized. It's an intentionally smaller firm, which means every project requires a collaborative approach, and opportunities for learning and growth are inherent for any Chisel team member. Chisel's trademarked design philosophy, Pattern of Life, ensures client-centric design and thoughtful project management are delivered on for every project and client experience.

POSITION DESCRIPTION

Chisel Architecture is seeking a graduate design associate with a professional degree in architecture who has demonstrated a dedication to custom, single-family residential design to join them in their Wayzata office. The ideal candidate is professional, self-motivated, flexible, and comfortable and capable of working in a fast-paced environment. It's essential that Chisel team contributors have a comfort level interpreting abstract schematic design concepts to build on them, and an ability to get very granular and provide detailed plans. Position provides excellent opportunity for collaborative, hands-on experience in all phases of architectural project delivery.

SKILLS / REQUIREMENTS INCLUDE

- 2-5 years of experience in the residential architectural field
- Bachelor's or Master's in Architecture
- Proficiency in ArchiCAD is required
- Proficiency in hand drawing is required
- Proficiency in Adobe Photoshop, InDesign and Illustrator, and Microsoft Office Suite
- Excellent written and verbal communication skills
- Knowledge of and experience producing construction documents
- Excellent organizational skills

POSITION RESPONSIBILITIES

- Working with project managers and architects on the production of design and construction documents using studio standards and industry best practices
- Documenting and observing site conditions
- Space planning, construction component coordination, and assisting with technical details
- Providing project and office administration support
- Interacting with clients, vendors, construction professionals and design consultants

SUBMITTAL

Please submit a cover letter, your resume (including your date of graduation, if not yet graduated; and your GPA), and sample of your portfolio in PDF format to Sara at sara@chiselarch.com. The cover letter should convey why you want to join the Chisel team, and how and why you'd thrive in the workplace culture and work we've described above. Your portfolio should include 3-5 projects with a general project description and details about the work you personally contributed to the project (limit to 10 pages in PDF format). Please also include your available start date.

Contact: Sara Whicher / sara@chiselarch.com / 952.475.4930
Assoc. AIA / Co-Owner, Chisel Architecture PLLC