



Architectural Designer

January 27, 2025

Looking to take your architecture career in a new, high-impact direction? This may be the perfect opportunity for you! Emboss is searching for an **Architectural Designer** with two (2) + years post-graduate experience to work with our team. This role will be integral to guiding the firm's growth while upholding our values of high-quality service and excellence in design.

Emboss is a small, but mighty architecture firm located in Newport, Kentucky. We believe that good design is a right, not a privilege. Our mission is to create spaces where people, the community and the planet thrive. Sustainability is incorporated into everything we do. Emboss works on numerous different building typologies. As part of our impact-driven and service-based ethos, we also work with numerous non-profits making a far-reaching, positive impact in our region.

We are a values-based company and strive to incorporate those values into what we do and who we are. Here is how we roll:

- Make it fun: Our work environment and the buildings we create.
- Playful-professional. We take our work very seriously, but love a good laugh.
- Be humane.
- Celebrate wins.
- Work hard/ play hard.
- Get 'er done. High speed efficiency.
- Quality over quantity.
- Think and act like a leader.
- Lifelong learners: Ability to receive constructive feedback in a professional manner is a must. We want to help all our team members have fulfilling careers, make sure each team member is appropriately challenged, and help each team member discover and utilize their own unique gifts.
- Entrepreneurial urgency: driven, results focused, purposeful and supportive.

Our vibe is fast, accurate, efficient, and fun. We are aiming to move the needle on good design in our region. We need your help.

Key Results / Your Mission:

- ✓ Work directly with Director of Design, Project Managers and Projects Architects to support them and collaborate at every phase of a project from SD thru CA.

Key Responsibilities

- Participate in the production of Construction Documents in Revit with support from more experienced staff.

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- Support team with picking up redlines accurately.
- Complete Building Code Review first pass, review with PM / PA
- Complete projects on-time while meeting Emboss's quality standards.
- Attention to detail – ruthlessly reviews own work and finds own mistakes, typos. Etc.
- Model initial design concepts in Revit.
- Designing and developing every aspect of a project for all of the firm's various project typologies.
- Conduct site visits to existing buildings to document existing conditions and model existing conditions accurately in Revit.
- Assist with Bidding and Construction Administration duties.
- Responsible for ensuring profitability on projects by managing workflow and looking for efficiencies in processes. Weekly or daily check-ins with PA/PM you are supporting.

Top 5 Ways you can win here:

1. A quick learner with a desire to learn and grow professionally and personally. We are fostering an environment of continual learning and personal growth.
2. Positive attitude - Respectful, thoughtful listener with a positive mindset.
3. Basic knowledge of how buildings are put together: Construction experience building anything (chicken coop, deck, a piece of furniture, etc. is a HUGE PLUS!)
4. Outstanding time management with the focus on results and high productivity.
5. Demonstrates a high level of professional integrity by taking pride, ownership, and responsibility for your work, as well as your team member's work.

Your checklist for Success:

- ✓ Stay focused, organized, and efficient. And allow others to do the same
- ✓ Maintain a daily task list for assigned projects discussing time allotments, schedules, and delegations.
- ✓ Maintain a calendar of projects currently being worked on and those in the queue.
- ✓ Resourceful & creative w/ a deep passion for design.
- ✓ Ability to work on multiple projects at a time.
- ✓ Excellent written and oral communication skills (including spelling and grammar).
- ✓ Act as a positive role model for team members.

Perks:

The usual: industry leading salaries, PTO, health insurance, 401k, profit sharing bonuses. **

