Architectural Technologist

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Office, Clerical and Technical
Position covered by the Collective Agreement with USW Local 4120

Architectural Technologist

Design, Engineering & Construction, Physical Resources

Hiring #: 2019-0652

Please read the Application Instructions [1] before applying

Reporting to the Manager of Architectural Services, the Architectural Technologist will prepare architectural designs from concept through to finalized plans for renovations, additions or work orders. Specific responsibilities include:

- site investigations;
- interviewing client(s) to define the project or work order;
- gathering pertinent background information;
- formulating a design concept;
- preparing preliminary drawings and cost estimates for the Manager’s review;
- preparing technical construction details and complete sets of detailed architectural and structural working drawings, as well as coordinated specifications;
- creating project schedules and tender documents for the Manager’s review, or review by a licensed architect or engineer as required;
- tendering projects for review by the Manager, conducting site reviews with contractors, receiving submissions, and making recommendations to the Manager;
- reviewing shop drawings and materials samples;
- interacting with and providing technical assistance to in-house staff as required;
- attending site meetings and revising construction documents;
- performing or coordinating utility locates; and other associated duties as assigned.

Requirements of the position include: A three-year community college diploma in Architectural Technology, Interior Design, Engineering Technology, Building Science or other related discipline, along with a minimum of 18 months’ directly related experience, or an equivalent combination of education and experience. CET, AATO, or OAAAS certification is preferred. The successful candidate must be proficient in architectural design, detailing, estimating, and site service locating, and must have knowledge of civil construction. Also essential is familiarity with architectural methods and materials, related design and construction trades, the Ontario Building Codes, and Ontario Fire Codes. We require a team player with excellent interpersonal, organizational, and communication (both oral and written) skills, who is also fully proficient with AutoCAD and the MS Office suite of software. Proficiency with MS Project would be an asset. The successful candidate, if from off-campus, will be required to provide an acceptable Criminal Reference Check at her/his own expense as a condition of employment.

Position Number 806-019
Classification USW, Local 4120 Salary Band 6
Salary Range $27.18 Minimum (Level 1)
$30.37 Normal Hiring Limit (Level 3)
$36.76 Job Rate (Level 7)

At the University of Guelph, fostering a culture of inclusion [2] is an institutional imperative. The University invites and encourages applications from all qualified individuals, including from groups that are traditionally underrepresented in employment, who may contribute to further diversification of our Institution.

Posting Date: 2019 11 20
Closing Date: 2019 11 27

Source URL: https://www.uoguelph.ca/hr/careers-guelph/current-opportunities/architectural-technologist
Links
[1] https://www.uoguelph.ca/hr/careers-guelph/how-apply