



MKM

architecture + design

for living.

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Position Description: *Senior Architect/Project Manager*

Location: Fort Wayne, Indiana

Employment: Full-time position

Experience: 3-12 years

MKM architecture + design (MKM) believes that individual well-being is essential for communities to thrive. That's why we work so hard to improve the culture of health with stakeholders across the care continuum. With over thirty years of experience, our firm has been consistently recognized as one of the "Top 100 Healthcare Architecture Firms" in the country by *Modern Healthcare Magazine*. Recently, our 2013 our team was honored as Indiana's "Firm of the Year" by the American Institute of Architects (AIA). Located in a vital and growing urban setting in Fort Wayne, Indiana, we are working hard to design meaningful places that improve community health and are looking for others to join us. For more on the firm see www.MKMdesign.com.

Essential Duties and Responsibilities

- Responsible for final specifications and overall guidance on architectural objectives and concepts.
- Support and evaluate work of architectural team and BIM technicians.
- Coordination of design document preparation.
- Manages assigned architectural staff to deliver high quality documents.
- Ability to develop and present design details to clients and user groups during development of design.
- Leadership of architectural design from schematic design through construction.

Secondary Duties and Responsibilities

- Prepare project reports for management, clients and others.
- Continue education through seminars and participation in professional organizations.
- Mentoring and/or sharing architectural knowledge and expertise with others in the firm.
- Promote company's reputation through good client relations.
- May be required to perform other duties as assigned.
- Responsible for managing project team and deadlines.

Critical Skills and Abilities

- *Design:* Generates creative solutions; translates concepts and information into images; uses feedback to modify designs; applies design principles; demonstrates attention to detail.
- *Effective communication skills:* Able to clearly present information through the spoken or written word; reads and interprets complex information; listens well.
- *Demonstrates leadership skills:* Able to assume a role of authority, as necessary; sets an example for coworkers; delegates responsibility and empowers associates to make decisions and take personal accountability for decisions. Able to lead external consultants, clients, and others as required.

- *High accuracy and attention to detail:* Able to perform work and job function with precision and accuracy; realizes errors can have significant impact on desired results and is able to avoid errors in almost all circumstances; carefully monitors processes.
- *Strategic thinking:* Develops strategies to achieve organizational goals; understands organization's strengths and weaknesses; analyzes market and competition; identifies external threats and opportunities; adapts strategy to changing conditions.
- *Computer skills required:* Microsoft Windows environment, Microsoft Office (Outlook, Word, PowerPoint, Excel); Revit; SketchUp; Graphic Software (Adobe Photoshop)

Qualifications:

- Masters or better in Architecture
- Registered Architect
- Experience in healthcare market types (preferred)

Please submit resumes and a 3-5 page work sample (under 5MB) to humanresources@MKMdesign.com.