

JONES ARCHITECTURE

Jones Architecture is a design-oriented firm based in Portland, OR. We specialize in mixed-use urban infill, residential, historic rehabilitation, mass timber, office buildings, and hospitality projects.

Jones puts collaboration first and foremost. Our small, tight-knit team encourages thoughtful communication, and values the creative input and expertise of each member. Mentorship, education, and providing opportunities for growth are key to how we operate. We build upon our individual strengths and lift each other up when in need of support. We embrace a culture of collective responsibility, and we share in both successes and challenges.

Our underlying approach to collaborative design lends itself to a fast-paced, exciting working environment. We grow and evolve with our projects, with each member of our team working closely with our clients and consultants through every project phase.

We produce high-quality, contextually driven work that is worthy of its people and place. We find beauty in simplicity and have an affinity for buildings that are one with their site and context. Each member of our team strives to make a positive contribution the built environment through our designs, and we align ourselves with like-minded clientele.

Jones offers a competitive compensation package including paid time off, professional development stipends, 401(k) & profit sharing opportunities, and generous healthcare options. We believe in a healthy work-life balance and offer flexibility to fit our ever-changing work environment. Jones Architecture is an equal opportunity employer.

Visit www.jonesarc.com to learn more about the firm and our work.

PROJECT ARCHITECT

Responsibilities

- Work with multiple project teams to generate clear design concepts
- Dynamic involvement in all phases of the design and construction process
- Proactively lead the production of design, presentation, and construction documents
- Lead project team, including regular communication and coordination with consultants and collaborators
- Coordinate and conduct regular document review
- Understand and adhere to project contract requirements
- Interface with regulatory agencies during land use procedures and permitting
- Attend regular site meetings, manage communication, RFI responses, and submittal review during construction
- Mentor junior staff to support their professional growth
- Understand, promote, and uphold office standards, systems and QA/QC procedures
- Contribute to the overall culture and success of Jones Architecture

Qualifications

- Professional degree in Architecture from an accredited program
- Fluent in Revit and advanced familiarity with SketchUp, Adobe Creative Suite, and Bluebeam
- Effective and clear communication skills
- Excellent technical and documentation skills
- Direct experience dealing with clients, consultants, and regulatory agencies
- Working knowledge of building and zoning codes
- Construction Administration experience preferred

How to apply

Please send a letter of interest, your current resume, and concise work samples (10MB size limit) or a link to your online portfolio to: careers@jonesarc.com.