



Lanca Contracting Limited
Job Description:
Architectural Designer/Drafter

JOB PURPOSE

We are seeking a self-motivated, detail-oriented Senior Designer/Drafter for an immediate full-time position. The successful candidate will participate in all facets of developing contract drawings, drawing coordination, detail development, and assist in contract administration for a variety of projects using REVIT and AutoCAD, ensuring that design drawings conform to specifications provided and all applicable codes.

RESPONSIBILITIES

- Development of construction contract documents for projects of varying scope; from conceptual design through to construction documents with minimal supervision.
- Experience creating drawings for construction (I.C.I and Multi Unit Residential)
- Develop details with design intent.
- Prepare presentation renderings and sales packages.
- Create full sets of working drawings compliant with applicable building codes and bylaws.
- Space planning.
- Client Correspondence.
- Analysis of applicable building codes, by-laws and other technical documents and reports a project may be subject to.
- Document coordination with other disciplines, analyzing potential risks or conflicts and progressing solutions in a timely manner.
- Contract administration duties including municipal approvals, shop drawing review, responding to RFI's, site visits, field observations, reporting, etc.
- Correspond with in-house Development, Pre-Construction and Construction Teams.

REQUIRED KNOWLEDGE, SKILLS AND EXPERIENCE

- 5-7 years working knowledge of construction processes is necessary (residential and I.C.I.).
- Preferred experience working for a design/build General Contractor as a drafter/designer.
- Advanced working knowledge of building construction and cost.
- Working knowledge of projects (Concept, SPA, IFP, IFC) and what is required at each stage.
- Highly motivated and enthusiastic personality with excellent English proficiency.
- Strong working knowledge of Revit, AUTOCAD
- Efficient, attention to detail and accuracy a must.
- Ability to manage time and prioritize multiple tasks.
- Strong interpersonal and communication (verbal and written) skills.
- Visual aptitude and manual dexterity.
- Meet deadlines and follow-through.
- Manage multiple projects at once with minimal to no supervision.
- Excellent communication is required.
- Strong knowledge of the 2012 Ontario building code (especially Part 3& 9) and Fire Code.
- Knowledgeable in ULC, STC and CSA Standards is an asset

OTHER REQUIREMENTS

- Diploma in Architectural Technology or equivalent.
- Proficient in REVIT, AutoCad and Microsoft Office.
- Knowledge of 2D and 3D rendering/modeling programs (Photoshop, InDesign, AutoCAD, 3DS Max, Sketchup) is highly desirable.
- Own vehicle a necessity for site visits, permit pick-up/drop off.