**JOB DETAILS**

Job Type: Full Time

**Salary**

* Sign-on Bonus
* $65K to $70K estimated salary for architect at The Palumbo Group in Scranton, PA

**Full Job Description**

The Palumbo Group is seeking an Architect with 5-years experience to join our team of architects, detailers, draftsmen and project managers.

**Essential Duties and Responsibilities**

* Designer – including interior/exterior aesthetics for architectural projects.
* Supports proposal activities including fees and scope for review and final approval by principal/owner.
* Prepare architectural plans, reviews completed plans and estimates.
* Perform space planning, design, construction detailing and drawing.
* Communicates, monitors and adheres to design budgets and schedules.
* Works with other professionals and agencies to ensure project schedules are met.
* Maintain client relationships.
* Successfully lead and coordinate projects.

Required Skills: AutoCAD, specification writing, project management.

**Qualifications:**

* Ability to produce detailed architectural drawings
* Requires strong computer skills and in-depth knowledge of AutoCAD
* Requires strong communication skills
* Possess the ability to operate Windows based software
* Demonstrate successful professional development and job performance

Required Experience:

Bachelor's Degree in Architecture with 5-years experience preferably with healthcare or higher education project experience. Registration, AIA, NCARB membership is a plus; LEED Certification is a plus.

**COVID-19 Vaccine preferred. Individuals may claim exemption from the vaccine for medical or religious reasons.**

The Palumbo Group is an Equal Opportunity Employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, or protected veteran status and will not be discriminated against on the basis of disability.