

# GURRIMATUTE

## Intern Architect (Designer)

Gurrimatute is currently seeking to immediately fill the position of Intern Architect (Designer). The ideal candidate identifies as a creative/artistic person and also a technician; a person who enjoys working in a collaborative environment to create evocative spaces that lift the human spirit.

### Job Responsibilities

- Assist in the preparation of conceptual and schematic designs
- Prepare construction documents for permit and for construction using Revit
- Apply Codes/Guidelines: Florida Building Code, National Fire Protection Association (NFPA), Florida Agency for Healthcare Administration (AHCA), ADA, etc.
- Prepare project zoning and building code calculations
- Coordinate with engineering subconsultants on each project
- Participate in Construction Administration; attend OAC meetings, site visits, address RFI's, prepare punch lists
- Preparation of Owner/Architect/Contractor Minutes
- Keep documentation accurate & current: Emails, RFI Logs, Shop/Drawing Submittal Logs, Client Meeting Minutes, Field Inspection Reports, Transmittals etc.
- All other duties as assigned

### Essentials

- Freehand sketching, perspectives, color pencil or watercolor renderings is a plus
- In-tune with new technologies and workflow processes
- Strong multi-tasking and time-management skills
- Excellent communication skills

### About Gurrimatute

Gurrimatute is an award-winning architectural firm, established for over 26 years and headquartered in South Florida. A small-business-certified firm, Gurrimatute's key market sectors include Transportation (Aviation and Seaports), Civic/Federal, Educational, and Healthcare. Gurrimatute is deliberately and rapidly growing, with projects throughout the southeastern United States.

### Job Requirements

#### Job Title

Intern Architect (Designer)

#### Job Type

Full-time, permanent

#### Office Location

Miami, Florida

#### Industry

Architecture

#### Work Experience

0-3 years of US experience in the preparation of construction documents for permit and construction using Revit

#### Education

Bachelors of Architecture, minimum

#### Licensure

Able to take the ARE exam

#### Computer Skills

Autodesk REVIT 2018 or higher

Autodesk AutoCAD

Bluebeam Revu

Microsoft Office 365

Sharepoint

Lumion

Photoshop

#### Soft Skills

High level of integrity

Eager to learn

Strategic thinking skills

Handles criticism constructively

Maintains the firm's confidentiality

Avid listener and learner

Great team player

#### Benefits

Salary Commensurate with Experience

Promotion/Growth & Leadership

Opportunities

Vacation, PTO & Holidays

Group Health, Dental, and Vision

Insurance

Short-Term Disability Insurance

Matching 401K

Submit Resume to:

[careers@gurrimatute.com](mailto:careers@gurrimatute.com)

