Space Planning and Interior Design Technologist
Job Number: 28630

Up to 1 temporary position, up to 11 months

Do you love workplace design? The Civic Accommodation Planning team of Building and Land Management of of Sustainable Development, requires a Space Planning & Interior Design Technologist (Architectural Technologist I) to assist in the creation and maintenance of computer-based architectural drawings for the City of Edmonton facilities. Using your interior design and/or architectural skills, you will be responsible for:

- Create the design of building interior layouts, finishes and furniture by analyzing space use information and assisting with space planning, interior design, and construction project implementation
- Prepare preliminary interior design layouts for review by client stakeholders and space planners
- Prepare measured drawings for renovation implementation and inspecting sites as directed to ensure construction and furniture installation and alteration conforms to drawings pre-occupancy and post-occupancy
- Investigate, recommend, and select building materials based on suitability and cost. Recommend alternatives when needed
- Prepare space programs, scenario plans, blocking diagrams, and reports
- Produce graphical stacking plans of multi-storey buildings at multiple sites
- Create and maintain current and accurate Computer Aided Facility Management (CAFM) plans to reflect architectural changes, space assignments and utilization of facilities
- Populate information on building areas, floors, rooms, occupancy, organizational information, space use and measurement standards to create CAFM drawings
- Assist and support team with increased demands and workflow

Qualifications:

- Completion of a 2 year Interior Design diploma or an Architectural Technology Diploma program or a related discipline
- A minimum of 4 years directly related experience in the commercial interior design or architectural field
- Proficiency to use AutoCAD and working knowledge of CAFM (Computer Aided Facility Management) technology is required, in addition to experience in Microsoft Office and Google Applications
- Experience with drafting and designing commercial interiors and interior design; systems furniture design is an asset
- Commercial construction knowledge is an asset
- Collaborative, design oriented, with an understand of commercial building designs in public sector
- Strong problem solving and analytical skills, with the proven ability to manage multiple tasks from multiple sources
- Quick learner with a strong sense of initiative and ability to learn independently and within minimal direction
- Understanding of project components
- Familiarity with the City of Edmonton Space Use Guidelines, BOMA Standards, the City of Edmonton CAD Standards, and Kinossa or other CAD filing technology are assets
- Skills related to effectively express ideas orally and in writing along with the ability to work collaboratively within teams is required
- Applicants must possess a valid Class 5 Alberta Operator's License with the ability to obtain Business Auto Insurance
- Candidates will be tested

We are an equal opportunity employer.
We welcome diversity and encourage applications from all qualified individuals.

Hours of Work: 33.75 hours per week, Monday - Friday

Salary Range: $37.206 - $46.484 (Hourly)

Recruitment Consultant: SD/PS

Classification Title: Architectural Technologist I
Posting Date: Mar 20, 2017
Closing Date: Apr 3, 2017, 11:59:00 PM
Number of Openings (up to): 1 - Temporary Full-time
Union: CSU 52
Department: Major Projects & Policy (Sustainable Development)
Work Location(s): 10th Floor Edmonton Tower, 10111 104 Avenue Edmonton T5J 0J4