

## JOB DESCRIPTION

Job title:	Architectural Assistant (Part I Qualified)
Salary:	£22,000 - £25,000 - Dependent on experience
Contract type:	Permanent with 3 months' probation period
Location:	8 Royal Street, London, SE1 7LL

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## ABOUT FEILDEN FOWLES

Feilden Fowles are an architecture practice based in Waterloo and recent recipients of BD's Public Building Architect and Architect of the Year Gold Award 2021. Our team of 18 delivers exceptional projects across a range of sectors spanning Education, Arts and Culture, Workplace and Heritage. We have a dynamic, energetic, and inclusive culture based in our unique, award winning studio and garden.

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## THE ROLE

With several exciting project opportunities on the horizon, we are seeking a talented Part I Qualified Architectural Assistant to join our award-winning team and contribute towards a number of projects across the studio. The ideal candidate should be a confident designer and comfortable working across a range of sectors and scales. Candidates should be able to demonstrate an understanding of RIBA work stages.

Key Responsibilities - include but are not limited to:

- Supporting project team and sub-consultants effectively on mixed scale projects across all RIBA stages
- Supporting the production of technical detailing, information, and working/drawing information packages for tender and construction
- Supporting project runners with the coordination of information across consultant, client and construction teams
- Contributing to the studio's identity, design ethos and low-tech philosophy
- Maintaining personal and professional development, keeping up to date with latest statutory regulations

Key Skills and Competencies:

- Strong Model making skills with attention to detail
- Strong Image making and presentation skills
- Confident supporting teams with the delivery of substantial projects
- Working knowledge of Microstation, SketchUp, AutoCad, V-ray & Adobe Creative Suite
- Revit experience is desirable but not essential - training can be provided

### Person Specification

- Successful candidate must be confident and self-motivated.
- Eligible to work in the UK

### Benefits

- Competitive salary (dependent on experience)
  - 20 Days holiday (increasing up to 25 days)
  - Yearly studio trip
  - Weekly office drinks
  - Personal development budget
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## HOW TO APPLY

To apply for this role please send the following to [recruitment@feildenfowles.co.uk](mailto:recruitment@feildenfowles.co.uk).

- Digital CV and Portfolio (no larger than 5mb). Hard copies will not be considered.
- A brief cover letter including details of your notice period, salary expectations and how you heard about this opportunity.

Please include the position applied for in the email subject line.

Feilden Fowles are an equal opportunities employer. We kindly request that upon submitting your application you consider completing our equal opportunities survey, that will be sent automatically on receipt of your application. All information provided is anonymous and used only for the purposes of helping assess and improve our policies, practice, recruitment and outreach initiatives.

### Application timeline

Application deadline: 31st January 2022