

# CALLAHAN PROPERTY GROUP LTD.

## SENIOR DESIGN MANAGER

---



**Callahan Property Group Ltd.**, one of Kelowna's largest property developers and managers, is seeking to hire a Senior Design Manager to work closely with project management, construction management and leasing to provide architectural design services and solutions on a variety of construction projects. Our practice is diverse and as such the successful candidate will have the opportunity to work with a wide range of planning approaches including strategy, design, process approvals, and facilitation to name a few. The successful candidate will be "hands-on", managing design schemes.

Projects are focused on renovations and new builds, and involvement would be from concept to completion through a variety of design, management, documentation and administration tasks.

### **PRIMARY RESPONSIBILITIES:**

#### **Design**

- Work with design team to establish project requirements and develop design options
- Develop architectural designs and drawings from preliminary ideas, concepts and sketches
- Participate in project definition, assessing the needs of clients and users, and support finalizing the project design package
- Create and present design solutions using corporate standards and client's specifications
- Recommend, products, materials and finishes
- Prepare designs and drawings that illustrate and incorporate the company's design criteria and desired image for commercial and residential renovation projects
- Create and present presentation-quality design materials
- Lead discussions to resolve ambiguities in design requirements and goals
- Attention to detail with focus on balancing quality design with design criteria and cost efficiency
- Act as a resource for all design standard related questions/issues
- Review Design documents

#### **Drawings**

- Prepare dimensional drawings
- Develop and produce parts of the Construction Documents
- Perform area calculations according to specified standards
- Perform site analysis, including survey of existing conditions and field measurements
- Review, plans, specifications and other customer documentation
- Maintain master plans for buildings and space layouts for all locations and update for moves/adds/changes
- Revise and update existing drawings reflecting design changes
- Review CAD drawings received from consultants
- All duties as required relating to CAD database maintenance, etc.

# CALLAHAN PROPERTY GROUP LTD.

## SENIOR DESIGN MANAGER

---



### **EDUCATION, EXPERIENCE AND ABILITIES REQUIRED**

- B.S. Degree in Architecture or Senior Design Technologist
- Experienced in AutoCAD, SketchUp, Revit and graphic software
- Minimum of five (5) years of directly related experience in an architecture/engineering/construction project accountability role
- Strong understanding of design and operational standards
- Strong working knowledge of architectural design, documentation, detailing, building materials and codes, construction techniques, as well as building material compatibility and characteristics
- Strong space planning skills
- Knowledge of building codes, standards and building structures
- Experience in material and finishes specifications
- Working knowledge of interior design principles/ theory and local Building Codes/ City Bylaws
- Excellent client relations, client management and consultation skills
- Proven leadership ability, administrative ability, technical background and project responsibility background
- Superior oral and written communication skills
- Ability to work independently as well as in a team environment
- Keeping key project milestones and variables well documented and on track by managing priorities and effectively communicating with internal and external stakeholders
- Stay abreast of new regulations, building code etc.

Interested parties should email their cover letters and resumes to [careers@callahanpg.ca](mailto:careers@callahanpg.ca). We thank all applicants for their interest in this position, however, only candidates who are selected for an interview will be contacted.