

## Architectural & Landscape Drafter/Designer

FDC Design Build has been specializing in residential landscape and architecture projects throughout the North and East Bay Area since 2009. We are a growing, small and closely knit team that is invested in creating great projects while working closely with our clients and other design professionals. Please visit our website to see a portfolio of our work at [fdcdesignbuild.com](http://fdcdesignbuild.com).

### Description:

We are looking for a creative and motivated entry level draftsman/designer to join our design team. This is a part-time position with room for full-time if interested. Work is primarily done at our Albany office with some remote work flexibility. We work collaboratively as a team and enjoy creating a fun office environment.

### Primary responsibilities:

- Collaborate and draft master plans including: concept plans, planting and irrigation plans, construction documents, permit drawings, detailing and elevations for both landscape and architectural design.
- Field measuring to create a base plan
- Assist in both design and construction phases of projects
- Coordinate with the Construction Project Manager and Foreman
- Order materials and plants
- Periodic site visits and inspections
- Create interior and exterior finish material presentation boards for clients
- Manage architectural detail library

### Skills:

- Knowledge of building and construction practices
- Proficiency with AutoCAD and/or Vectorworks software preferred
- Horticultural knowledge including CA native and ornamental plants
- Beginner knowledge of landscape design principles & an interest in architectural design
- Strong graphic and oral communication skills
- Strong organizational and time management skills
- Self-motivated, flexible, and eager to learn

### Qualifications:

- In the process of an Associates or Bachelor's Degree in Design or Construction, or
- Associates Degree in Design or Construction, or
- 2-4 years experience Drafting

### Benefits for Full Time Employees Includes:

- Healthcare for full time employees
- Paid Time Off
- Use of company truck
- Compensation starts at \$25/ hour and depends on experience

Interested applicants can send a resume to [info@fdcdesignbuild.com](mailto:info@fdcdesignbuild.com).