

INTERMEDIATE PROJECT MANAGER / ARCHITECT
SAN FRANCISCO

Architectural Resources Group (ARG) is an interdisciplinary practice of architects, historians, and conservators dedicated to giving new life to historic and existing places. We work in a wide variety of sectors and building types including residential, hospitality, national and state parks, cultural and performing arts, higher education, and civic projects. Our design philosophy is rooted in the belief that adapting existing buildings creates sustainable, equitable places that tell stories and enliven communities.

We are seeking a talented and well-rounded Project Manager to join our San Francisco office, located along the downtown waterfront near the Embarcadero BART station. ARG offers an office-centric hybrid work environment with the flexibility to work remotely up to two days per week.

What you will do:

- Manage project teams to meet project scope, schedule, and budget
- Be responsible for managing project design and documentation, client relationships, and financial performance
- Provide leadership and mentorship in the office
- Communicate and coordinate work with clients and project teams

Your qualifications:

- Bachelor's or master's degree from an accredited school of Architecture
- Architectural license is preferred but not required
- At least 8 years' experience in architectural practice
- Experience managing projects in all phases of design and construction administration
- Working knowledge of building codes
- Ability to work constructively with clients and lead meetings
- Demonstrated ability to successfully coordinate project teams with multiple consultants and internally manage project schedule, budget and workflow
- Be an approachable and effective communicator
- Have strong graphic, written and oral communication skills
- Skilled in Revit, AutoCAD, Adobe Creative Suite, and Microsoft Office
- Be a creative problem solver who enjoys working on a diverse range of exciting projects

ARG supports and encourages staff development, including fee reimbursement for AREs, a professional development stipend, and time off for volunteering. ARG also offers a competitive benefits package including medical, dental, disability, 401k with matching, and PTO.

Salary range: \$85-\$110K, commensurate with experience.

ARG is a majority Women-Owned Business, JUST Organization, and an Equal Opportunity Employer.

Applicant must have current, unrestricted authorization to work in the United States without employer sponsorship.

Please submit your resume and work samples to **careers@ARGcreate.com** with “ARG SF Project Manager” in the email subject line.