



**Team:** Architecture  
**Contract:** Permanent  
**Hours:** Monday- Friday  
37.5h-p/w  
**Reports to:** Dean Cadby  
**Reports to you:** Tim Wright +  
Austin Gibson

There are two parts to your role in the company. Firstly, your role as a Senior Architectural Technologist and, secondly, an integral part of the studio, is a trusted Associate within the practice. Though not exclusive, they are two separate functions. You are to bring your diverse yet specialised skill set that supports the studio while contributing towards SPD Studio's growth with new talent.

## Your Role

As an Associate Architectural Technologist, you will be working amongst our architectural team to deliver projects from concept to completion, focusing on the construction and technical aspects of the projects. You will be one of the primary contact points, liaising with clients and other professionals throughout the project, being proactive in finding necessary solutions and making prompt decisions to avoid project delays.

As an Associate, you will lead and inspire all team members to help deliver the best quality of service throughout the studio. Individually or alongside other associates, you will help to maintain and improve relationships with existing clients and help develop new relationships with potential clients.

You will attend associate and resource meetings to assist with the overall management of the practice to help to provide creative ideas and important decisions that will enable the company to grow and ensure the practice is a great place to work.

## SPD Culture

At SPD Studio, we value relationships and work hard to ensure our clients see results. We produce work that sets the bar to a higher standard with every project. Our company values are expressed through our people, and we aim to show this at every project stage. We realise the importance of building mutually beneficial relationships with our clients and consultants, providing a supportive environment for our team by understanding and rewarding their hard work.

Sustainability and innovation are our driving forces; we consistently deliver high-quality work and exceed expectations. We are continually evolving our expertise to provide the highest level of service whilst being accountable to others. We provide a service, work diligently and efficiently by employing diverse skills, and draw attention to detail at every level.

Through this, we can be agile and push industry standards further. As we are an entrepreneurial business, we want everyone to succeed and will do so by making ethical and design lead decisions. Although we work hard, we have fun in the process!



## Key Expectations

- Meet with other professionals and clients at an early stage to agree on the project brief
- Understand how the design aspects of a construction project influence and relate to performance and functional issues to address practical questions at the outset
- Evaluate and advise on environmental, legal, and regulatory issues
- Contribute to planning applications and other regulatory application procedures
- Identify the surveys (e.g. land surveys) required before work can commence, ensuring they are undertaken, and their results feed into the project
- Develop project briefs and work on these as the project progresses
- Prepare and present design proposals using CAD/ Revit and other design software, as well as traditional drawing methods
- Lead the detailed design process and coordinate design information
- Liaise with appropriate authorities (e.g. planning enquiries and building inspectors) when producing documentation for statutory approval
- Produce, analyse and advise on detailed specifications for suitable materials or processes to be used
- Carry out design-stage risk assessments
- Administer contracts and project certifications
- Manage the work of trainee technicians/ assistants and contribute to the overall running of the business
- Obtain feedback from clients and people using the building, reporting on the performance of the contractors once construction is completed
- Appraise the performance of buildings which are in use and produce maintenance management information
- Evaluate and advise on refurbishment, reuse, recycling, and deconstruction.

## Competencies

- Planning / Building Regulations
- CDM Regulations
- Construction Methodology
- Attention to detail
- Proactivity/takes initiative
- Integrity/honesty
- Strategic thinking
- Understanding of small businesses and how they operate

## Work Perks

The people make our studio, and we want to reward ours. You can expect the usual goodies (parties, studio lunches and all the tea and coffee that your heart desires) and then some.

- Generous pension scheme - 5% employer contribution
- Life insurance scheme - 4 x annual salary
- Cycle to Work scheme
- 'Love Electric' salary sacrifice car leasing
- 25 days annual leave and 8 public holidays
- Full IT provision
- Opportunities to continue professional development
- 2 Volunteering days per year
- Regular CPD workshops
- Access to 3D Printer
- Christmas and Summer parties
- Gin trolley Fridays!