

Draftsperson

MELBOURNE

The Role

Based in our lively Melbourne Studio, we have a Draftsperson role available which will see you work directly with Project Leaders and Senior Architects on a range of exciting projects.

At Buchan, we endeavour to expose you to a variety of experiences to enable you to grow your professional knowledge and project experience. This role will see you develop skills throughout all aspects and phases of Architectural documentation and delivery.

Working under the direction of a Senior Draftsperson, Project Leader or Senior Architect, you will be responsible for executing tasks set by others to support project teams and assist in delivering project outcomes. You will be expected to build and further develop a solid foundation of knowledge in documentation and delivery stages including design development, documentation, consultant coordination, delivery and onsite works.

In this role, you may at times work as a part of a larger team, but may also work in isolation. In order to apply, you must have the right to work in Australia.

About You

EXPERIENCE

- 5+ years' experience with medium sized projects would be an advantage
- Previous experience working on commercial architecture projects in retail, hospitality, high-rise residential or mixed-use is desirable but not essential

PERSONAL ATTRIBUTES

- Flexibility
- Ability to work on individual tasks or as part of a team
- Self-motivated and shows initiative
- Able to communicate in a clear and understandable manner
- Ability to prioritise tasks
- Problem solving skills when faced with complex or multiple alternatives

SKILLS/KNOWLEDGE

- In-depth understanding of the technical requirements of the built environment
- Skilled in Revit/BIM, AutoCAD
- Skilled in structural and building services and coordination
- Sound knowledge of local building codes and standards
- Skilled in project documentation, production and coordination requirements
- Developing project management skills

Apply

If you are interested in this role, please submit your portfolio by email to: careers@buchangroup.com

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ADELAIDE
BRISBANE

CHRISTCHURCH
DUBAI
GOLD COAST

LONDON
MELBOURNE
PERTH

SHANGHAI
SYDNEY

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Key Responsibilities

- Under direction, participate in technical and documentation phases of small to medium sized projects or a section of a large project
- Collaborate with project team members and other consultants to ensure that ongoing works are consistent with delegated instruction
- Under direction, produce accurate documentation in line with Buchan's standards and protocols
- Access and apply building codes, standards and compliance
- Access and apply Buchan's systems and protocols
- Apply product and material knowledge
- Apply skills in team collaboration and communication
- Produce preliminary reports and feasibility studies
- Apply theoretical knowledge to technical tasks to support project teams
- Under direction, prepare schedules, detailed components, finishes and fittings and assist with specifications if required
- Be capable of supporting presentations to clients, consultants or other external parties
- Learn from a team of professionally and technically competent people at various skill levels to achieve best possible project outcomes
- Apply understanding of compliance with the use of current office, design, documentation and project management software
- Be accountable for the quality and quantity of work produced
- Coordinate building services and effectively liaise with service engineers, specialist consultants, contractors, suppliers and services
- Perform and coordinate tenancy services as required, and ensure compliance with local Acts and leasing guidelines
- Be aware of program deadlines and budgets and work in accordance with these limitations
- Work in accordance with Buchan's visions and values
- Actively participate in learning all aspects in the delivery of Architectural services for a project
- Provide architectural documentation using 3D software i.e. Revit
- Document within the model as set up and managed by relevant internal resources