

Greenline Architecture is an award-winning, 12-person architecture, interior design and historic preservation firm established in historically-charming Savannah, Georgia. We are seeking a **full-time Project Manager with at least 10 years of residential design experience** to join our office, located in the heart of the Starland District, Savannah's rapidly developing creative and artistic hub.

Our firm is currently engaged in a variety of creative design work including residential, commercial, hospitality, retail, historic preservation and mixed-use projects of various scales. Our culture is energetic, collaborative and open. We value people who are fun to work with and who have a positive impact on everyone around them. We support innovation and creativity and encourage all team members to contribute to the design process while fostering personal and professional growth. If this sounds like the right fit for you, and you meet the below requirements, please send your résumé, cover letter and portfolio samples to kwetzel@greenlinearch.com

Required Education & Work Experience:

- Graduate of accredited architecture or design school
- Must have 10 years of experience acquired in a professional setting relevant to this position
- Must have experience in the residential design industry; this Project Manager position will primarily involve leading projects related to residential design
- AIA registration highly desirable and preferred, but not required
- Client relationship skills are essential

Primary Responsibilities:

- Develop project and process approaches
- Develop and foster relationships with high-net-worth clients through various forms of communication
- Responsible for architectural design development and overall design quality
- Fully develop and prepare schematic design drawings
- Fully develop and prepare construction documents
- On-site construction administration responsibilities
- Coordinate engineering, site and specialty consulting disciplines
- Prepare presentation drawings, models and renderings
- Lead municipal and other review board submittal review packages
- Prepare design development presentations

Required Knowledge, Skills & Abilities

- Familiar with residential design, best practices and current industry climate
- Must be design-oriented and self-motivated
- Must be willing to work collaboratively in a team environment with principals and staff, as well as clients, consultants and contractors
- Solid communication skills, design aptitude and a positive attitude are all necessary
- Organization and the ability to meet deadlines is essential
- Sketching and rendering skills are required
- Expert proficiency in AutoCAD, Revit, SketchUp, Adobe Creative Suite and Microsoft Office

- Proven experience in Revit is essential; a skills test may be required
- Full or better than comprehensive knowledge of conventions, codes and construction practices of the United States is essential
- A valid driver's license is required and a background history is necessary

Candidate MUST meet experience requirements to be considered for this position. Please do not apply if you do not possess the necessary residential design experience. Salary will be commensurate with demonstrated experience and skills.

Apply via email only. No phone calls, please. Greenline Architecture is an equal opportunity employer.