

## SENIOR ARCHITECT

### The Role

*Looking for a change of scene? We are looking for a highly competent Senior Architect/Design Driver, who relishes a challenge and seeks the opportunity to work on some of the most exciting projects globally. We need an all-work-stages Job Runner who can manage a team of technical and professional staff under pressure, meeting deadlines and cost expectations. We need someone who is RIBA Part 2 minimum or equivalent (to our approval) educated with a minimum of 20 years of professional experience. You will be proven capable of Design Mentoring for our younger team members, have both major building design and Masterplan design management expertise, be fluent in English and, ideally Arabic, and have excellent time-management, interpersonal, and communication skills.*

### Key Responsibilities

Day-to-day management and implementation of all RIBA work stages, providing effective and efficient day-to-day running of projects and supporting the leadership of the group Chief in promoting the image and values of Omrania within that group.

### Design Team Management role

- Fulfil the role of Project Design Manager with minimal supervision.
- Implement the company QMS policy and procedures relevant to their projects.
- Contribute to the preparation of Technical and Fee Proposals.
- Tracking of project hours allocated to the project, and expenditure of those hours.
- Participation in, and occasional contribution to, group training and mentoring program.
- Implementation of adherence to Code of Conduct within group members.
- Based on the contracted scope of services, project task and workflow planning and monitoring of progress, reporting progress and issues to the group Chief promptly by work stage as follows:
  - **Non-building projects:** (studies, assessments, Etc.) on a custom basis defined on a project-by-project basis.
  - **Building projects:** task planning and workflow typically by RIBA work stage, modified based on RFP requirements.
  - **Master planning projects:** Task planning and workflow, modified based on RFP requirements.

### Day-to-day routines

- Reporting weekly to Chief on project schedule, deadlines, deliverables, fee management.
- Coordination and direction to subordinate team members within their group.
- Coordination and direction to other disciplines
- Coordination and direction to external sub-consultants

## **Periodic routines**

- Carry out the role of Shadow reviewer for other projects within the group, as directed by the Chief Architect. Familiarize yourself with standards applicable including the Omrania QMS policies and procedures, and any project-specific QMS requirements, and procedures for checking interim Stage or Contract Documents.
- Carry out the preparation of non-design-related studies or exercises such as Building Conditions Assessments and Document Reviews.
- Verify the application of Omrania QMS policies and procedures, any project-specific QMS requirements for the study or exercise, and procedures for checking interim Stage and final Documents.
- Participate in Company authorized and agreed learning and design mentoring activities.

## **Communications role**

- Liaison with Chief Architect, in writing (Email) with the Project manager on day-to-day matters, and with other senior staff within the design team.
- Direction of Architectural Project Team.
- Arrangement of in-person or virtual meetings.
- Chair and minute client and design team meetings, following up on actions.
- Ensure the project filing system is set up and maintained according to company policies and standards. Occasionally audit the filing system to check for errors.

## **Knowledge role**

- Preparation of design and technical solutions at all RIBA Plan of Work Stages of the project, including an ability to understand and rationalize problems, formulate strategies, and execute and complete those problem-solving strategies.
- Interpretation of design concept and ethos into technical stage solutions, design approaches, and material selections.
- Ability and knowledge to carry out the research necessary to carry out design, including all relevant codes and standards applicable to the task, relevant industry sources, and where knowledge on particular matters exists within Omrania.
- Knowledge and application of the Omrania Design Ethos.
- Knowledge, and understanding of:
  - climate, weather, and climate resilience principles.
  - materials available in the local market, including how associated labor may impact quality and detailing.
  - construction processes, sequences, skills, and operations and maintenance processes, with an appreciation of how buildability and maintainability influence both conceptual and technical design.
  - limitations of consultants' role compared with that of the contractor or specialists in technical design and delineation of responsibility during detailing.

- building codes (SBC, MOMRA) and standards, and Fire and Life Safety principles.
- how to represent and communicate conceptual and technical design ideas to other team members through various drawing techniques.
- the information requirements of other disciplines, their information requirements, and how that may impact Architectural design.
- Sustainable Design.
- Inclusive design and accessibility.
- cost estimating, and value engineering processes, and coordination procedures with QS.
- how and when to initiate, manage and resolve the process of innovation during the various stages of design.
- Knowledge and understanding sufficient to coordinate a set of construction documents including the code summary, standard assemblies, general arrangement drawings, detailed assembly drawings, details, schedules, and outline specifications.