

Architectural Assistants

Responsibilities:

- Assist in managing the full cycle of projects from developing design concepts to project completion
- Assist in planning and implementing projects
- Assist in preparing design proposals, submission drawings, working drawings, tender documents, reports, certificates, and other documents
- Identify and resolve design-related issues
- Work on other ad hoc assignments as needed

Requirements:

- Bachelor's degree (pre-professional degree) and/or Master's degree (professional degree) in Architecture
- Well-versed in AutoCAD, Photoshop, Revit or ArchiCAD, Rhino, Enscape, Midjourney, DALL-E and other design and graphic presentation software
- Have initiative, collaborative attitude and an eye for details
- Good organizational and communication skills
- Proficient in spoken and written Chinese and English
- Immediate availability preferred

Successful candidates will participate in design and administration for planning, architecture, and interior services for local Hong Kong residential, commercial, industrial, institutional, government, and recreational projects, as well as design competitions and community engagement projects.

A competitive remuneration package commensurate with skills and experience will be offered to successful candidates.

Interested candidates are requested to send resume, portfolio and expected salary to Mr. Franklin Yu at hr@singularstudio.hk.

All information collected will be used for recruitment purposes only.

Singular Studio Limited

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