



## Job Description: Designer II - Architecture

### About Us

Opticos Design, Inc. is an award-winning urban design and architecture firm in Downtown Berkeley, CA. Our team of thought leaders is celebrating over 20 years of finding solutions to the most challenging housing and community issues of our time. We created the international [Missing Middle Housing](#) movement in 2010, and our recent work includes [Culdesac Tempe](#), the largest car-free community in the United States, and Prairie Queen, the country's first Missing Middle Neighborhood. Our people and work have been featured in many high-profile publications such as the Wall Street Journal, New York Times, Curbed, and Fast Company. As creatives, we think big to have the greatest impact on the built environment—all while having fun. Together, we have regular desk crits, all staff project sharing, book clubs, game nights, and picnics.

We are a founding B Corporation, which means we have pledged to run our firm with a focus on social, environmental, and economic responsibility. And we work hard to practice what we preach—shopping locally, committing to being anti-racist and inclusive in all that we do, living small, and biking, walking, or taking transit to work.

### The Role

We are looking for a team member to help us continue to design and deliver innovative, 21<sup>st</sup> Century housing choices in communities across the country as thought leaders in the Missing Middle Housing movement. You will work on projects from conceptual site planning and architectural design through early design development of architectural documents. You might create a hand-drawn sketch on trace and/or a quick 3D model to clearly convey an idea or set of ideas in this process. The projects will range in size from an acre or less up to 40 plus acres. Innovation in housing type design is a core part of every project, and we want someone who is self-motivated and excited to explore housing types that meet the needs of modern living. You will work with a small team on the creation of the deliverables and assist the other designers and project managers with compiling drawings.

### Responsibilities

- Assemble Schematic Design and Design Development for housing using type V construction
- Coordinate design with IBC and IRC building codes
- Assist in designing and producing master plan and architectural design documents using Opticos' standards and templates and contribute to the continuing development of these standards and templates
- Help generate compelling presentation perspectives, sketches, and 2D diagrams that clearly illustrate design concepts in the Opticos style, via hand drawing and computer rendering
- Participate in research and development projects
- Provide outstanding service and responsiveness to clients and vendors.
- Maintain accurate timesheets with daily record of time spent by project.
- Other duties as assigned

### Qualifications and Experience

- Professional-level degree in Architecture and 2-3 years' experience in an architecture or similar firm or Masters-level degree in Architecture or similar field

- Strong design skills in both architecture and urban design
- Interest in obtaining accreditation by a professional organization in planning or architecture
- Intermediate to advanced knowledge of Adobe InDesign, Photoshop, and Illustrator; SketchUp; CAD 2D/3D; Microsoft Word and Excel. VectorWorks a plus!
- Solid problem solving, design, and time management skills. Able to interpret and apply complex policies and procedures in a timely fashion
- Ability to work closely with team members and adaptable to assigned tasks
- Solid interpersonal, written, and verbal communication skills; articulate and professional, yet service-oriented and approachable
- Self-motivated with stellar work ethic and a demonstrated penchant for ownership and getting the job done
- Great attitude, natural leadership qualities, and sense of humor

### **How to Apply**

Please send your cover letter, resume, and portfolio to [careers@opticosdesign.com](mailto:careers@opticosdesign.com) and include a cover letter telling us what excites you about this opportunity, share your lived experience, and how you can help us make an impact.

### **Opticos Design, Inc. is an Equal Opportunity Employer.**

At Opticos, we hire great people from a wide variety of backgrounds, not only because we value diversity, but also because we know that it makes us stronger. In recruiting for our team, we welcome the unique contributions that you can bring.

Research shows that women and people from underrepresented groups often only apply to jobs if they meet all of the qualifications. However, no one ever meets 100% of the qualifications. Opticos encourages you to break that statistic and to apply. We look forward to your application.