



Part 2 Architectural Assistant

At Brock Carmichael, we pride ourselves on providing exceptional design solutions and technical expertise to all our clients. Through partnership and collaboration, we maximise quality and efficiency on every project we undertake. With over 50 years of experience, across a wide range of sectors, our vast array of industry connections, insights, and knowledge, enables us to provide the best service possible to our clients.

We are seeking a talented and innovative Part 2 Architectural Assistant to join our dynamic team. The ideal candidate will have a strong passion for design and a comprehensive understanding of architectural principles. This role involves collaborating with clients, engineers, and other professionals. You will be responsible for delivering projects from conception through to completion, ensuring that all designs meet regulatory standards and client expectations.

What's On Offer

- Competitive salary.
- Holiday allowance/Birthday Holiday/Long Service Reward
- Excellent career progression and career support, enhanced study funded opportunities
- Exposure to a diverse range of exciting projects
- A vibrant creative and supportive working environment
- Mentoring scheme from the Partners
- Employee Assistance Programme
- Early Finish Friday
- Company days out

What You'll Be Doing

- Delivering projects from concept through to completion.
- Design development and coordinating with multidisciplinary teams.
- Engaging with clients and consultants to ensure project success.
- Producing high-quality technical drawings and specifications.

What We're Looking For

- Strong design and technical skills, with proficiency in Revit.
- Experience across sectors.
- Excellent communication abilities.
- A proactive, collaborative, and detail-oriented approach.



Skills

The Partnership requires Architectural Assistants to be aware of the following key themes and tasks that are expected to be incorporated within the scope of their role:

Client relationships – Project Management – Business Development

- Trust & respect
- Brief analysis and development
- Design leadership
- Team leadership
- Time & cost management
- Design & technical reviews
- Multi-project involvement

Specialist Knowledge

- Use specialist skills and knowledge to promote business opportunities
- Convey and exchange specialist skills and knowledge to all staff

Brock Carmichael Architects LLP is proud to be inclusive employer. We provide an environment of mutual respect, with zero tolerance to discrimination of any kind regardless to age, disability, gender, identity, family status, race, religion, sex or sexual orientation. We promote a transparent and fair recruitment and selection process.

We look forward to hearing from you