

# Job Description

## Architect

Job\_Description\_Architect-P02

**Job Title:** Architect  
**Reporting to:** Senior Architect/ Associate/ Partner

### Qualifications

ARB registration required, which includes completion of RIBA Parts I, II and III of a recognised architectural qualification.

### Role Overview

Contribute to the design and delivery of architectural projects across a range of sectors, supporting the practice's commitment to design quality, responsible architecture, and a client-focused service. Work collaboratively within project teams and engage with clients, consultants, and contractors to ensure successful outcomes. Maintain and promote the practice values.

### Key Responsibilities

#### Design & Technical Delivery

- Develop design proposals in line with project briefs, studio standards, and regulatory requirements.
- Produce drawings, specifications, and documentation across all RIBA work stages 0-7.
- Support planning applications and technical submissions, ensuring accuracy and compliance.
- Maintain awareness of current UK building regulations, planning policy, and relevant professional standards.
- Contribute to internal design reviews and CPD sessions.

#### Project Coordination

- Collaborate with internal team members, external consultants, and contractors.
- Attend site visits, client meetings, and design workshops as required.
- Assist in managing project programmes and deliverables under the guidance of senior staff.
- Ensure clear communication and coordination across disciplines.

#### Studio Contribution

- Participate in team meetings, design reviews and studio charettes, contributing to the design-led studio culture.
- Support junior staff and share knowledge across the team.
- Uphold D5's values of creativity, collaboration, sustainability, progressiveness and responsibility.
- Engage with studio-wide initiatives, including sustainability goals and design quality standards.

### Skills and Experience

- ARB-registered Architect.
- Strong design and presentation skills, with proficiency in Revit, AutoCAD, Adobe, and Microsoft Office.
- Good understanding of UK construction methods, building regulations, and planning processes.
- Effective communication and organisational skills.
- Ability to work independently and collaboratively within a team.

### Professional Development

- Engage in ongoing professional development through RIBA-accredited CPD sessions. Pursue self-directed learning through internal knowledge sharing, relevant reading, external courses and seminars.
- Maintain and update individual CPD records annually in accordance with ARB and RIBA requirements.

### Career Progression

Architects are anticipated to progress to Senior Architect, subject to experience, performance, and contribution to the practice.