**JOB TITLE:** Intern Architect  
**JOB CATEGORY:** Architecture  
**LOCATION:** 1025 S. 36th Street, Omaha, NE 68105  
**LEVEL/SALARY RANGE:** $13.50-16.00 /hour  
**POSITION TYPE:** 30-40 hours per week during the summer. Potential for continuing 10-20 hours per week (on-site or remotely) during the school year based upon performance.  
**CONTACT:** janyne@emsick.com

### JOB DESCRIPTION

Ready to make a personal impact on the future of a busy, entrepreneurial architectural firm?

Emsick Architects is a start-up architectural firm. Michael Emsick, AIA, a seasoned commercial architect, serves as the Principal Architect. This is a unique opportunity to apply both your organizational and your AutoDesk skills.

**General Responsibilities:**
- Collaborate with Principles and project teams on schedules and what needs to be accomplished
- Communication between project team members (verbal, electronic)
- Construction Documentation (edit plans, elevations, schedules and details)
- Feasibility reports and general project cost estimations
- Meet with Clients to discuss design and project needs
- Site Visits (field measurements, pictures, or building type study)
- Coordinate with Material/Furniture Suppliers
- Conceptual architectural design
- Sample ordering and organizing
- Branding and graphics for display items within and outside the office
- 3D Modeling and Rendering
- AutoCAD, Revit, Adobe Creative Suites, Sketch-up and Microsoft Office.

**Qualifications:**

The ideal candidate will be:

- Team player demonstrating commitment to organization’s value of integrity (walk your talk).
- Smart, quick, curious thinker and learner
- Strong work ethic. Willing to go above and beyond to get the job done.
- Organized, detail oriented.
- Extremely comfortable with technology
- Articulate. Demonstrate professional speaking and writing skills.
- Friendly, enjoys telephone contact
- Graduate student preferred, not required,

To apply, send your resume and cover letter explaining 1) why you are interested in and 2) qualified for the position to: janyne@emsick.com