
Design

Job Captain

Overview

Studio O+A Job Captains have a detailed knowledge of building materials, detailing, construction techniques, building systems selection, related engineering principles, and building codes. This position collaborates with the project team, providing technical design input and support for the development of the entire design concept. Job Captains must have excellent verbal and written communication skills and a solid knowledge of construction documentation.

This is an intermediate technical position, requiring at least 5 to 8 years of experience in an interior design, architecture, or related design firm with at least three years of professional experience in developing technical design aspects related to project delivery.

At Studio O+A, base pay is one part of our total compensation package and is determined within a range. This provides the opportunity to progress as you grow and develop within a role. The base pay range for this role is between \$75,000 and \$90,000 and your base pay will depend on your skills, qualifications, experience, and location.

Responsibilities

Demonstrate knowledge of building codes, standards, and the ability to resolve complex technical and design issues.

Actively collaborate with building and permitting officials during permitting and construction phases of project. Submit projects for permit approval.

Oversee construction administration, including the review of submittals, substitution requests, and RFIs during construction.

Review drawings and designs to ensure accuracy of technical information and adherence to established codes, specifications, and standards.

Seek creative and innovative solutions to assigned tasks and develop appropriate research and documentation to support the solutions.

Contribute to preparation of design documents and lead the detailed development of construction documents with the Senior Designer and/or Senior Project Manager.

Demonstrate detailed knowledge of code compliance, building standards, policies and procedures, and direct others in the use of those resources.

Coordinate with Principals and Directors to implement standard procedures and protocols to assure continuity and consistency of project documentation across the firm.

Directly assist and mentor team members as appropriate.

Proactively keep Principals and Directors informed of work status and seek clarification where appropriate.

Identify issues, risks and conflicts, and ask for assistance and/or delegates in a timely and constructive manner when required.



The greatest ideas come from a diverse mix of minds, backgrounds, and experiences—and we are committed to cultivating an inclusive work environment to nurture our people and projects. Studio O+A provides equal employment opportunities to all employees and applicants without regard to race, religion, color, age, sex, national origin, sexual orientation, gender identity, genetic disposition, neurodiversity, disability, veteran status, or any other protected category under federal, state and local law. O+A is committed to offering reasonable accommodations, upon request, to applicants with disabilities. If you need assistance or accommodation, please contact our HR Team at hr@o-plus-a.com.