



JOB ANNOUNCEMENT

Architect

TLM Associates, Inc. (TLM), a leading regional architectural and engineering firm located in Jackson, TN, is seeking qualified candidates for an Architect position. We provide a wide spectrum of consulting services related to facility and infrastructure design, operation, and management. The strength of our TLM team is our people and the shared belief that our culture makes this an extremely rewarding place to work. This is a full-time position with company benefits. Qualified persons should submit a resume to r.mckinnon@tlmae.com.

The Architect will assist TLM in all technical aspects of design and project production activities required on assigned projects. This will include:

- Understanding of the discipline's technical policies and procedures
- Development of technical studies, investigations, and designs
- Assist the project team in scoping, and budgeting
- Production of projects on time, within budget and of the highest technical quality.

An ideal candidate will possess the following qualifications and experience:

- B.S. degree in Architecture
- State of Tennessee Architecture license
- Five or more years applicable experience in discipline design desired
- Architectural design with a variety of projects, including but not limited to municipal, K-12 and Higher Education Facilities
- Experience working with State agencies and/or the Board of Regents desired
- Proficient in REVIT 2016 or 2018 a must
- Proficient in AutoCAD 2016 or 2016 desired
- Project Management and marketing Architectural design services desired

The successful candidate will take responsible charge for and perform responsibilities on assigned projects which shall include but not be limited to:

- Coordinate with local authorities, utilities, and municipalities
- Coordinate with suppliers, contractors, clients, and client representatives to determine project scope and achieve successful project construction
- Coordinate project designs with other disciplines to determine needs, resolve problems, and provide technical information
- Assist management in establishing budgets and projects schedules
- Attend meetings with owners, clients, or other designers as needed
- Perform specific architectural studies and other design analyses
- Produce written specifications for project equipment and construction methods
- Conduct project job site visits during construction to monitor progress and ensure conformance to design specifications, owner expectations, and standard building codes

References to be provided for both professional and personnel experience.



COMPANY PROFILE

TLM was established as an engineering firm in 1964 and has grown into a group of design professionals that include Architecture and Interior Design, Civil and Structural Engineering, and Construction Project Coordinators. Our group focuses on design excellence, collaborating with our Client to create a space that best meets the project needs and goals. We take pride in the Community Impact that we make through practical design projects that improve community livability through architectural planning and engineering design solutions.