Dills Architects | DA

Project Architect

Salary Range | $90,000 - $135,000

Dills Architects is more than a design practice; we are stewards of the possible discovering and activating the best of people and places in the public realm. Our work uncovers what communities, landscapes, and institutions can become, then guides this potential into reality. These values shape how we move through the work:

Courage | willing to take on complex challenges; **Curiosity |** believing there is more; **Humility |** recognizing our role within a larger context; **Collaboration |** shaping the vision together; **Stewardship |** carrying the promise with care.

Dills Architects is searching for a creative and dedicated **Project Architect**. We are looking for senior level candidates to lead projects with both design clarity and technical authority. This role requires strong design judgement paired with the ability to execute and oversee documentation with precision.

This is an on-site or hybrid position at our Virginia Beach office.
Relocation assistance may be available for qualified candidates

QUALIFICATIONS

- Registered Architect required with minimum 8 years of experience in a design-focused practice
- Demonstrated ability to lead design development with high technical quality and strong client service
- Success managing teams through all project phases, including complex consultant coordination
- Depth of knowledge in construction systems and assemblies, detailing, specifying, constructability, and cost analysis
- Ability to translate design intent into clear, coordinated, biddable and buildable documents
- Strong organizational and project management skills, including the ability to balance scope, schedule, budget, and quality
- Confident and responsible communicator with ability to regularly lead internal teams and engage directly with clients and stakeholders
- Experience in civic, federal, and/or educational projects is preferred
- Ability and willingness to mentor and elevate junior staff
- Fluency in Revit required
- Proficiencies in Bluebeam Revu, Procore, SpecLink, and SpecsIntact preferred

RESPONSIBILITIES

- Lead project teams from concept through construction, balancing design vision and technical execution
- Advise on and support contract negotiation and fee proposal efforts
- Oversee the production and coordination of drawing sets, ensuring clarity, quality, and completeness
- Foster productive team engagement, guide team workflows, and provide clear direction for project documentation
- Lead client meetings, presentations, and project communication
- Guide project code analysis and integration of standards and guidelines
- Coordinate with internal team members and external consultants
- Provide thorough, comprehensive, and clear Quality Control Reviews
- Perform construction administration services, to include submittals, RFIs, pay applications, punch lists, and change orders
- Prompt and clear communication

competitive salary + bonus opportunities	health + dental + life insurance	401k plan + % match	generous PTO package	opportunities for growth + expanded responsibility

Dills Architects is an equal opportunity employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, age, gender identity, national origin, disability or veteran status.