

Project Architect

West Palm Beach, Florida | Architecture & Interior Design

Who We Are

SpinaO'Rourke + Partners is a **well-established architectural and interior design firm** based in **West Palm Beach, Florida**, with over **40 years of experience** delivering thoughtfully designed projects throughout the United States. Our firm is known for a **collaborative, results-oriented approach**, guiding clients through every phase of the **design and construction process**. Our diverse portfolio—including **hospitality, country clubs, restaurants, mixed-use, and commercial projects**—reflects our commitment to design excellence, technical rigor, and long-standing client relationships.

The Opportunity — Project Architect

SpinaO'Rourke + Partners is seeking an experienced and motivated **Project Architect** to join our growing team.

In this role, you will take ownership of architectural projects from **concept through construction**, working both independently and collaboratively to ensure projects are delivered **on time, within budget, and to the highest design and technical standards**.

You will be responsible for developing **Conceptual Design packages**, incorporating client feedback, advancing projects through **Design Development**, and producing **comprehensive Construction Documents**. The ideal candidate is a technically strong architect who understands how to balance **design intent, constructability, schedule, and budget**.

Key Responsibilities

- Lead and contribute to projects through all phases: **Concept Design, Design Development, Construction Documents, and Construction Administration**
- Develop accurate and coordinated **architectural drawing sets**
- Collaborate closely with project teams, consultants, and leadership
- Assist in developing **fee proposals, work plans, and project schedules**
- Support clients and contractors during **Construction Administration**, including:
 - Responding to **RFIs**
 - Reviewing **shop drawings and submittals**
- Ensure compliance with applicable **building codes, zoning regulations, and permitting requirements**

- Maintain design excellence while meeting project deadlines and budgets
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Minimum Qualifications

- **Bachelor's Degree in Architecture**
 - **7-10+ years of professional experience** in a production-focused architectural environment
 - Strong proficiency in **Autodesk Revit Architecture (required)**
 - Working knowledge of **structural, mechanical, electrical, and plumbing systems**
 - Solid understanding of **building codes and the permitting process**
 - Ability to work independently while effectively coordinating with a team
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Preferred Qualifications

- Proficiency in **Autodesk Revit**
 - **7+ years of professional experience**
 - Demonstrated **Construction Administration experience**, including:
 - Reviewing shop drawings
 - Managing RFIs
 - Coordinating with contractors and consultants
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Our Values

We are committed to hiring professionals who align with our firm's culture and values:

- Positive, professional attitude
 - Coachable mindset and desire to grow
 - Strong work ethic and accountability
 - Exceptional attention to detail
 - Passion for architecture and design excellence
 - Solution-oriented approach to challenges
 - Commitment to continual improvement
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What You Can Expect

- Collaborative studio environment with strong leadership support
- Diverse and engaging project types
- Meaningful involvement in all phases of design and construction
- Opportunity for professional growth within a respected, established firm
- A culture that values **quality, accountability, and teamwork**

Contact anita@spinaorourke.com