



925 Bethel Street
5th Floor
Honolulu, HI 96813
808.523.5866
www.g70.design

Job Title: Architecture – Project Architect, Japanese speaking

Date: June 20, 2016

Company: G70

Location/Address: 925 Bethel Street, Fifth Floor, Honolulu, HI 96813

Department: Architecture

Exempt/Non-Exempt: Exempt

Position Reports to: Principal in Charge and/or Project Manager

Position Summary: Serve as member of architectural team for a complex Resort Mixed Use project with significant high rise components Responsible for duties including interfacing with internal and Japanese clients, assist in the technical documentation of architectural projects and preparing drawings, plans and specifications of a variety of types of buildings and structures. Perform research, site visits, data collection; prepare sketches, interaction with clients, technical experts, contractors, and community involvement.

Essential Duties (Major Responsibilities/Activities):

- Provides interface between Hawaii and Japan based client teams.
- Coordinates quality control / quality assurance of design and technical documents for construction in Hawaii.
- Translates architectural design language from English to Japanese and vice versa.
- Presents Japanese portion of design presentations. Must be native Japanese speaker with fluent and natural presentation skills. Must be familiar with Japanese corporate environment and meeting protocols.
- Participates in the preparation of preliminary studies, sketches and renderings of buildings and structures.
- Participates in the selection of systems and equipment and their coordination with engineers of record.
- Coordinates the preparation of design drawings, working drawings and specifications for buildings.
- Reviews plans for completeness and accuracy.
- Confers with officials on requirements of projects; makes site surveys to obtain information and other requirements for projects.
- Advises team on communication with clients and contractors and translates communications as needed.

Nonessential Duties:

- Other duties as assigned.

Minimum Qualification Requirements:

To perform successfully in this position, an individual must be able to perform the essential duties above in a satisfactory manner. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Education/Experience

- Qualified candidates must have a Bachelor in Architecture (BArch) or equivalent.
- Five to ten years of professional experience is required. A minimum of ten years professional experience is preferred.
- Experience in delivery of resort projects in Hawaii with continuous communications with Japanese clients.
- Experience in coordinating A/E consultants.
- Preferred experience in one or more of the following project types: Hospitality, conference centers, retail facilities.
- Experience in the delivery of projects from concept through contract documents.

Language Skills

- Candidate is required to be bi-lingual possessing advanced written and oral communication skills in both the English and Japanese language.
- Candidate must be able to translate written and oral communication from Japanese to English and vice versa.
- Ability to present project materials and information clearly and concisely.
- Highly developed organizational skills.

Other Skills

- Extensive and diversified knowledge of architectural principles and practices.
- Core knowledge of project delivery, construction codes and regulations, construction documents and building materials.
- Ability to work cooperatively in a team framework.
- Proficiency in AutoCAD preferred.
- Proficiency in Revit preferred.
- Understand, analyze, interpret and process complex technical information and materials.
- Utilize direct source research techniques, including technical reference documents, government regulations and maps.
- Coordinate effectively with government representatives, project consultants, contractors, and client representatives.
- Ability to multi-task.
- Capable use of MS Office products.
- Demonstrate use of sound discretion and independent judgment.
- Self-motivated/self-directed.

Salary: Commensurate with skills and experience.

Candidates must be legally authorized to work in the United States.

Permanent Residency in the U.S. required.

Submit Cover Letter, Resume & Work Samples to:

G70

925 Bethel St., 5th Floor

Honolulu, HI 96813

Attn: Human Resources

(for Project Architect – Japanese Speaking)

Via email: hr@g70.design

Via fax: (808) 523-5874

<http://www.g70.design/>

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