Team Lead | Permanent, Full-Time

Who We Are

At SRM Architects Inc., we enrich communities by designing innovative and purposeful spaces that enhance how people live, work, and move. We're looking for a Team Lead to join our Kitchener or Toronto office for this in-office position and to be a part of our collaborative workplace.

To learn more about us and our work, visit srmarchitects.ca

Why You'll Love Working Here

- **Our Culture:** We believe in a positive, supportive, and collaborative environment where everyone's voice matters. We work hard, have fun, and we're dedicated to creating a space where people can grow, learn, and be their best selves.
- **Growth Opportunities:** We believe in investing in our people; learn, grow, and develop with us!
- **Diverse and Exciting Projects:** We work on multi-residential, commercial, office, and institutional sectors, giving you the opportunity to expand your expertise and keep every day fresh and dynamic.
- **Flexibility:** Enjoy a flexible schedule.
- **Perks Galore:** Health and Dental Benefits, a Health Spending Account, Employee Assistance Program (EAP) to support your well-being and participation in the TravelWise program
- **Plan for Your Future:** After one year, we contribute 5% of your base salary to a Registered Pension Plan (RPP), in addition to your regular salary!
- **Celebrate Success:** After one year, you may qualify for an annual bonus based on individual and company performance.

What You Will Be Doing

The Team Leads are responsible for leading the architectural delivery of projects from concept through construction while supervising and mentoring a team of architectural staff.

This role serves as both a senior architectural resource and people leader, balancing project responsibilities with staff development, consultant coordination, quality management, and client service.

- **Project Delivery:** Organizing, coordinating, and leading the architectural delivery of projects.
- **Leadership & Team Management:** Lead, supervise, and mentor a team of architectural staff, typically consisting of one to two team members.
- **Architectural Project Delivery:** Lead the architectural delivery of projects from concept design through construction completion to ensure coordinated, timely, and efficient project execution.
- **Quality Assurance & Technical Leadership:** Maintain the architectural quality and technical integrity of assigned projects.
- **Construction Administration:** When assigned provide architectural contract administration services throughout the construction phase
- **Communication & Client Service:** Build and maintain positive working relationships with clients, consultants, contractors, authorities having jurisdiction, and internal team members.

What We're Looking For

Our ideal candidate will possess the following qualities:

- **6+ years of experience**
- **Post-Secondary Education** in **Architecture** or **Architectural Technology**
- **Proficient in Revit**, **Bluebeam**, and **Microsoft Office** (Word, Excel, PowerPoint, Project, etc.)
- **In-depth knowledge** of the **Ontario Building Code**
- Ability to **interpret** and apply project-specific guidelines and **local zoning regulations** to achieve the desired architectural design
- Ability to **drive to project sites** for meetings and reviews
- **Excellent written and oral communication skills**
- Skilled in **managing multiple projects** at different stages of development

Position Information

- The salary range for this position is $80,000.00 - $95,000.00 per year.
- We do not use artificial intelligence (AI) to screen, assess or select applicants.
- This position is a true vacancy resulting from business expansion.

Ready to Join Us?

If you're excited about bringing your ideas, creativity, and organizational skills to our growing team, send us your **resume and portfolio** to **HR@srmarchitects.ca** with the subject line "**Team Lead**."

At SRM, we're committed to an inclusive workplace and a fair, accessible hiring process, and welcome applications from all qualified candidates. If you require accommodation at any stage of the application or hiring process, please contact hr@srmarchitects.ca. We will work with you to meet your needs while keeping your request confidential; you are not required to disclose the nature of your disability.