

Morris+Company Ltd.  
215 Mare Street  
London E8 3QE  
+44 (0)20 7566 7440  
london@morrisand.company  
www.morrisand.company

# MORRIS+COMPANY

## Part II Architectural Designer – Job Description – August 2024

This is an exceptionally varied role that provides general assistance to Project Leads on a wide variety of projects and tasks.

### Reports to

- + Project Lead

The responsibilities of the role include, but are not limited to, the following:

### Role Requirements

- + Understand the design project and decision-making process and show an ability to understand design decisions taken by others
- + Prepare, develop and edit the design, under the guidance of the Project Lead, using drawings, models, images and other documents related to the design of a project
- + Develop, where required, representation of design options for further discussion by the design team under the guidance of the Project Lead
- + Package development under instruction using CAD (Revit, AutoCAD) under the instruction of the Project Lead
- + Attend project meetings and take notes as required
- + Start to develop an understanding of the application of UK statutory regulations (e.g. planning, building control, Building Safety Act etc) and apply these in project settings
- + Begin to develop knowledge of the design and construction process
- + Be able to work effectively both autonomously and as part of a team
- + Effective at time management skills in order to be able to work on one or more projects at a time, if required
- + Record evidence of your professional experience in accordance with the requirements of the ARB, RIBA
- + Develop presentation skills and contribute in project meetings when needed
- + Support the project team with the development of the Revit model and family creation

## Wide Practice Requirements

- + Assist with practice work experience programme by providing industry and study insight to school pupils/students
- + Demonstrate a solid understanding of Morris+Company methodologies and use of practice procedures and systems, including ISO 9001/14001

## Skills Required

- + Have the ability to effectively undertake the above responsibilities
- + Be self-motivated and able to demonstrate initiative and a proactive approach to daily tasks and in response to direction or instruction
- + Have excellent organisational skills and the ability to work to an agreed programme and meet deadlines efficiently
- + Possess excellent written, verbal communication and presentation skills
- + Have a flexible and open attitude towards new ways of working and a commitment to independent learning
- + Continually develop professional competence and support personal development through attendance of in-house CPDs, architectural lectures and other external industry events
- + Have good interpersonal skills and be able to work independently and effectively as part of a team, assisting and supporting team members
- + Have the ability to build good relationships at all levels, internally and externally
- + Possess the resilience to cope with conflicting demands, and able to prioritise duties and work effectively under pressure to meet deadlines efficiently and effectively
- + Have the ability to exercise good judgement at all times
- + Have excellent graphic, model making and free-hand sketching skills
- + Ability to use Revit
- + Interest in both hand made models as well as digital modelling and representation
- + Ability to use some of the following: AutoCAD, SketchUp, Photoshop, Illustrator, InDesign, Word, Excel, Outlook, PowerPoint

## Qualities Required

- + Morris+Company encourages a collaborative working environment where every team member is encouraged to share their ideas and thoughts
- + We are committed to equality in employment opportunity and embracing diversity and inclusion within the practice and we expect the same commitment from our staff
- + We recognise that everyone is an individual and experiencing different situations in life at any one time and expect our staff to understand and respect this of their colleagues too
- + We are committed to delivering the highest possible quality in our work and service to our clients and expect the same commitment from all of our staff
- + We are committed to reducing the impact of our activities on the environment and have set out objectives to encourage our clients to use sustainable resources, methods and materials, to act sustainably and to improve local ecosystems where possible. We expect the same commitment from our staff

## Note

- + These descriptions reflect the core activities of each role but are not intended to be all-inclusive and other duties within the practice may be required from time to time
- + These descriptions will be reviewed regularly and where necessary revised in accordance with organisational needs and any major changes communicated