

Own London Studio is hiring a Part 2 architectural assistant to join its team in London.

About us

Own London is a design and development studio that specialises in high end residential property in London. Our in-house multidisciplinary team consists of architects, interior designers, chartered engineers, craftsmen, project managers and property managers. By designing, constructing, developing and managing property in-house, our collaborative imagination and collective intelligence brings a creative edge of difference and the highest levels of detail. Our portfolio includes more than 30 projects in Prime Central London. Our expertise cover; residences, hospitality and commercial spaces. All unified by a guiding vision, to enrich the lives of the individuals who occupy them.

The role:

- Contributing to the delivery of architectural and interior architecture packages across all RIBA stages, from concept through to construction
- Assisting with the preparation and presentation of design proposals to clients, with an eye for quality in everything you produce
- Supporting project architects with design and technical development across multiple concurrent projects, meeting programme deadlines and deliverables
- Attending site visits and assisting with coordination between the design team and contractors during project delivery
- Working closely with project architects and studio leadership on conceptual design, design development, presentations and technical production

About you

We are looking for a talented, experienced and dedicated Part 2 architectural assistant to join our friendly team. The candidate must have a proven track record of designing and delivering architecture and interior packages, with a focus on high-end residential or hospitality projects. The role requires drive and initiative in a fast-paced, lively and creative environment.

Skills and experience required:

- A degree qualification in architecture (Part II or equivalent)
- A minimum of two years' experience, with exposure to high-end residential projects in London
- proficiency in AutoCAD, Photoshop, Adobe Creative Suite and 3D SketchUp or blender
- experience with listed buildings and basement construction is beneficial
- a solid understanding of the planning process, RIBA stages of development and the UK development industry
- experience of preparing and submitting planning applications

- great knowledge of interior materials for luxury residential sectors
able to prioritise tasks, working on several projects at once
- great problem solving skills if faced with an issue, able to evaluate all the possible solutions
- quick lateral and forward-thinking capabilities with the ability to stay calm and positive under pressure
- excellent English with strong verbal and written communication skills.

We are an equal opportunities employer, encouraging diversity, equality and inclusion amongst our staff. We welcome applicants from all backgrounds, regardless of personal characteristics or preferences.

Please send your CV, examples of your work and a covering letter detailing relevant experience, key attributes and availability to ilana@ownlondon.co.uk