

## Architecture internship in NYC!

This is your chance to visit one of America's most diverse, lively, and cutting-edge cities: New York. Get the opportunity to experience a new culture first hand as you interact daily with a new culture on the job. Make your resume stand out with an internship in the US while enjoying your time in one of America's top cities and travel destinations. From Broadway shows, to the Museum of Modern Art, there is something for everyone to love in NYC!

Would you like to become part of a dynamic company with an impressive history in architectural design? A prominent New York Architectural company is seeking a full-time Architectural Intern with a passion for learning, creativity, and the environment. Anyone interested in applying for this position must be looking forward to sharing their ideas and enthusiasm with the team.

### Responsibilities:

- Researches materials and assemblies for appropriate incorporation into design and construction drawings as directed by a supervisor.
  - Creates BIM models and prepares design and construction drawings using information supplied by a supervisor or data obtained from research activities.
    - Integrates information from consultants and suppliers into models and drawings.
- Constructs architectural models and prepares presentation boards for use by other staff in presenting to a client for approval.
  - Intern will visit site under direct supervision and assist with the documentation of findings.
- Processes contractor submittals by logging in the submittals and routing them to the appropriate party for review.
  - May be required to attend, record, and distribute meeting minutes and assist with general project correspondence.
  - Intern writes or prepares graphic materials for presentations or documents.

### Client Profile:

- Ability to use the Internet and e-mail.
- Ability to manage and complete multiple tasks.
- Ability to prepare architectural documents and specifications for projects.
  - Ability to work in a team environment.
- Ability to write clearly to communicate technical issues and design ideas.
  - Ability to present in a meeting.
  - Ability to design printed and digital documents.

### Knowledge:

- Outlook, Word, Excel, and PowerPoint
- Illustrator, Photoshop, InDesign, and Acrobat
- Newforma, Vision





- Navisworks
- Revit, ACA, and/or Vectorworks
- Knowledge of building design and construction means, methods, and techniques
- Knowledge of architectural history and current architectural design discourse
- Awareness of sustainable design approaches

Start Date: As soon as Possible

Duration: 3-6 Months

Compensation: \$500 per month

Location: New York City, NY



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