



PROJECT MANAGER

Raymond Jungles, Inc. (RJI), an award winning, international Landscape Architecture studio, is seeking a dynamic Project Manager to lead teams of coordinators, designers and interns in the creation of some of the world's most exciting gardens.

Working with a distinguished clientele across various public and private typologies, our passionate team is guided by the Founding Principal's personal and design principles - integrity, relevance and honoring nature. Critical to any candidate is the fundamental desire to be a steward of the same.

RJI is based in Coconut Grove; roughly 3 miles south of downtown Miami, FL, in a treehouse-inspired studio embodying the design principles the firm has brought to tropical and subtropical gardens for over 30 years: timelessness, beauty, and harmony with nature. Designed with intention to foster creativity and collaboration, the fully renovated, modern, industrial interior is complimented by 180° of floor to ceiling glass and terraces overlooking the densely planted gardens, water feature and Florida wildlife. It's a serene hideaway among a beautiful, tropical and burgeoning international city.

Job Brief.

The Project Manager (PM), under the direction of the Founding Principal (FP) and Studio Director (SD), will accentuate the firm's design excellence through personal execution and management of quality, punctual and innovative work.

A PM at RJI is a leader, educator and mentor. You'll be tasked with motivating those directly and indirectly within your supervision, creating dynamic professionals and guiding careers and aspirations. You'll be on the front lines of identifying strengths, weaknesses and opportunities within your team and the organization, encouraging and embracing new skills, techniques and methodologies. You'll be a devoted student of the industry and sharer of knowledge.

In addition to being a leader and educator to his or her team, a PM at RJI is on the front-line of client coordination, a primary representative of the organization. In addition to respectfully and professionally cultivating this relationship, the PM will be accountable for the success of the project, overseeing the delivery of client dazzling designs, ensuring team efficiency and studio profitability.

Skills Required.

- Proficient in management, planning, assigning, supervising, and coordinating work- activities
- Effective decision making skills
- Experience with proposal development and drafting
- Fluent in English, strong written and verbal skills
- Able to establish and maintain effective working relationships with staff, clients, contractors, and the general public
- Ability to work under pressure, meet deadlines and budget time accordingly
- Demonstrates self-motivation AND the ability to work within a team structure
- Experience in AutoCAD (release 2010 or later), Adobe Creative Suite (Version 4 or later) and Microsoft Suite (Word, Excel, Outlook and PowerPoint) is required. Experience with recent releases of Sketch-up, Rhino, 3D Studio Max, Autodesk Revit is beneficial.
- Current and competent with technology and techniques applied to the design and construction of landscape architecture projects

- Well versed in site grading, technical detailing, permitting, Construction Documentation and Construction Administration
- Ability to perform a variety of landscape architectural staff level duties as needed and, depending on the scope of the project, lead landscape design teams on large project assignments; should be able to work independently on smaller scale projects
- Familiar with Florida plants
- May require domestic or international travel for clients meetings and/or project sites

Education & Experience Requirements.

- Minimum of 10 years professional practice in Landscape Architecture
- Minimum of 5 years of experience in project management as a Landscape Architect
- Bachelor Degree in Landscape Architecture from an accredited college or university required. Master's Degree a plus.
- Must have a Landscape Architecture Professional License from FL, NY, or CA

Raymond Jungles, Inc. provides equal employment opportunities (EEO) to all employees and applicants for employment without regard to race, color, religion, sex, national origin, age, disability or genetics. In addition to federal law requirements, Raymond Jungles, Inc. complies with applicable state and local laws governing nondiscrimination in employment in every location in which the company has facilities. This policy applies to all terms and conditions of employment, including recruiting, hiring, placement, promotion, termination, layoff, recall, transfer, leaves of absence, compensation and training.