

Terms of Reference (ToR) for Architect

1. Position Title

Architect

2. Purpose

To provide architectural expertise and design solutions for construction projects, ensuring compliance with industry standards and regulations.

3. Responsibilities

- Develop and draft architectural designs and plans for various construction projects.
- Collaborate with project managers, engineers, and other stakeholders to ensure project alignment with client specifications and regulatory requirements.
- Conduct site visits and assessments to gather information and ensure designs are feasible and sustainable.
- Prepare and present design proposals to clients and stakeholders.
- Ensure all designs comply with local building codes and regulations.
- Manage project timelines and deliverables effectively.

4. Minimum Qualifications

- Experience: Minimum of two years of relevant experience in architecture.
- Education: Bachelor's or Master's degree in Architecture from an accredited institution.

5. Skills and Competencies

- Proficiency in architectural design software (e.g., AutoCAD, Revit, SketchUp).
- Strong understanding of building codes, zoning laws, and construction standards.
- Excellent communication and interpersonal skills.
- Ability to work collaboratively in a team-oriented environment.
- Strong problem-solving skills and attention to detail.

6. Reporting

The Architect will report to the Project Manager or CEO.



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