



Trainee Architect and Drafts Person

- **Vacancy for:** 1
- **Posted on:** Dec. 3, 2018
- **Deadline:** Dec. 14, 2018, 11:59 p.m.

Number of Vacancies: Few

Objectives:

Ethicons' strategic objectives are to earn reasonable return on investment by delivering structurally sound, calamity resistant, comfortable, harmonious, affordable and cost effective homes, civil structures, utilities, and amenities keeping clients/citizens' needs at the center.

Management Principles:

Ethicons works for promotion of ethical business in construction sector. Quality grounded on human values tuned up with excellence in each step of product making and delivery is the basic management principle upon which Ethicons- is founded. All the officials working with and for the company are expected to be guided by these principles in execution of responsibilities entrusted upon them.

Ethicons intends to employ few Trainee Architects (TAs) and Draft-persons (DPs) interested in excelling their professional skills in the areas of planning, architectural design and drafting. The selected TAs will be engaged in his/her area of interest that is planning and design, and drafting. During the training period, the incumbent is expected to be groomed of professional qualities and characters required to be an ethical professional in the area of his/her interest as outlined by the values and principles enshrined in Ethicons work culture. She/he will be provided with in house training by professional engineers in the respective interest areas with specially designed mentoring by respective professionals engaged in the execution of organizations activities towards achieving its short-term and long-term goals. Apart from this, TAs will report to designated Supervisor with the responsibility of training the incumbent on day to day basis.

The training period will last three to six months depending on the pace of TA's progress in his/her performance. Upon completion of the training period, TA will be promoted as a staff member in a relevant position suitable for his/her competency area as defined by the ToR of the position. The staff member remains under probation period of six months before his/her status is regularized.

General Duties and Responsibilities:

The TA will work under direct supervision of designated professionals: Architect, Structural Engineer, and Quantity Surveyor. She/he will assume responsibility of activities assigned to her/him by the supervisor.

Specific Responsibilities:

Candidates Interested in Planning and Design

- Review and be fully versed in building codes and regulatory measures adopted by concerned authorities
- Study and follow all the requirements of the given building project and prepare necessary data collection formats and collect required data and information including prevailing regulatory requirements issued by concerned authorities
- Undertake planning, concept and architectural designs within the purview of building codes and other regulatory measures adopted by concerned authorities
- Undergo training, orientation and mentoring sessions as scheduled and instructed by the supervisor
- Prepare weekly progress report and submit to the supervisor
- Perform any other tasks as directed and instructed by the Supervisor

Candidates Interested in Drafting

- Undergo training, orientation and mentoring sessions as scheduled and instructed by the supervisor
- Study and follow all relevant concepts, plans and drawings, and workout detailed drawings as instructed by the supervisor
- Communicate and cooperate with the clients, relevant colleagues and receive written approval from the supervisor on any alterations or changes in the concept or designs
- Report and timely communicate the progress of works every week with the amount of work undertaken in the reporting week to the supervisor
- Perform any other tasks as directed and instructed by the Supervisor

Development and Operational Effectiveness:

- Ability to learn strategic ways in his/her competency area such as designing structural features of any construction project, quantity survey and administration/management of construction projects
- Demonstrates a learning aptitude necessary for in-depth grasp of needs, affordability, attitudes of clients and best ways to make them understand the value of Ethicons services
- Has willingness to consistently approach assigned work with energy and a positive yet constructive attitude
- Demonstrates strong oral and written communication skills in both Nepali and English
- Demonstrates openness to change and ability to manage complexities

Corporate Competencies:

- Demonstrates professional integrity by modeling the Ethicons values and ethical standards
- Displays cultural, gender, religion and age sensitivity and adaptability
- Treats all people fairly and without favoritism.
- Possess amicable personality and marketing skills
- Is knowledgeable and practitioner of business etiquette

Qualifications, Experience and Skills:

- Minimum of B. Arch. for the position of Trainee Architect, minimum of Intermediate in Drafting with experience in drafting drawings, specially of buildings for Draftsperson
- Interested in cost efficient building design within a purview of safety, comfort, beauty and friendship with environment
- Willing to learn skills in physical planning, building structure design, electrical design, sanitary design and professional dealing with clients
- Excellent analytical, communication, writing and presentation skills
- Proficiency in AUTOCAD, knowledge on SketchUp/ REVIT/ ArchiCAD/ Autodesk3Ds Max/lumion 3D, MS Office and IT Packages
- Excellent interpersonal skills, understanding of clientele culture and customs
- Learns effectively under pressure, manages stress well, adapts to rapidly evolving situations
- Willingness to work extensive hours and outside valley as demanded by the nature of project
- Preferable two wheeler driving license

Selection and Benefits:

Ethicons principles apply to each and every activity that transpires from the organization. All citizens are special to us. Our motto is to put right person in the right place which demands appropriately matching skills with nature of job. Therefore, the impartially judged competency is the basis for selection of candidate for any given position. As the organization strongly believes in mutual growth of its employees/trainees and organization, the benefits for each trainee are fixed on the basis of market trends and qualification.

Applying Procedure:

Interested candidates are requested to send their application mentioning the expected salary to info.ethicons@gmail.com or hr.ethicons@gmail.com along with their updated CV.

OR,

Applying Procedure

Apply Link : <https://merojob.com/trainee-architect-and-drafts-person-2/>

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