

Job Title:

Trainee/Apprentice Architectural Technician

Location:

Norwich, Norfolk NR2 4SQ

Position Type:

Full-time (40 hours per week)

Salary:

£14,000 per annum

About Us: Vertex Architecture is a dynamic and forward-thinking organisation committed to excellence in Architecture. We are currently seeking a Trainee Architectural Technician to join our dedicated team. If you are a confident, proactive, reliable, and trustworthy professional with excellent communication skills, we want to hear from you.

Job Overview:

We are seeking a motivated and detail-oriented individual to join our team as a Trainee Architectural Technician. This entry-level position is ideal for someone passionate about architecture and design, eager to learn and develop essential skills in the field. As a Trainee Architectural Technician, you will work closely with experienced professionals, contributing to various projects while gaining hands-on experience in architectural surveying, design, and technical drawings.

Key Responsibilities:

- Carrying out architectural surveys
- Drawing of existing properties
- Assisting with design tasks
- Preparing documentation and prints
- Learning 3D visuals and photoshop
- Carrying out site analysis
- Research of projects and planning policy
- Interacting with clients as necessary
- Completing apprenticeship course
- Continued professional development.

What We Offer:

- Competitive salary of £14,000 per year/hour.
- Full-time role with flexible hours
- Private health insurance
- 3% 5% company pensions scheme
- Paid for professional subscriptions and training



- Use of company vehicle
 - Free eye test
 - Free office parking
 - Mileage paid for travelling to meetings
 - Regular salary review
 - Christmas break on top of standard holiday entitlement
 - Opportunities for professional development and growth within the company.
- A collaborative and supportive work environment.
 - The chance to be a part of a company that values and rewards your contributions.

How to Apply:

Interested candidates should submit their curriculum vitae and a cover letter outlining their relevant experience and qualifications to jordan@vertexarchitecture.co.uk. Please include "Trainee Architectural Technician Norwich Application" in the subject line of your email.

Applications should be received by 23rd February 2024. First interviews will take place week commencing 26th February 2024.

Vertex Architecture is an equal opportunity employer. We celebrate diversity and are committed to creating an inclusive environment for all employees. Join our team, and let your financial expertise and communication skills make a significant impact on our success!

