

# Recent College Graduate

0-3 years experience

Pay range \$32-\$35 per hour

Group 4 Architecture, Research + Planning, Inc. seeks a full-time junior architectural staff member with up to 3 years of professional experience. Group 4's collaborative, team-oriented approach integrates architects, planners, clients, and users into the planning and design process; the result is a diverse portfolio of vital facilities that reflect and celebrate their communities. As a medium-sized firm, Group 4 offers the opportunity to work closely with principals and senior staff who are dedicated to mentoring and employee development. Staff at all levels are an integral part of our project teams, regularly participating in client meetings, consultant team charrettes, and community engagement activities.

An equal opportunity employer, Group 4 supports employees with professional development opportunities and an excellent benefits package. We offer a competitive compensation package including 401(k) contributions, health and dental coverage, paid vacation and sick leave, and public transportation benefits. Our office in downtown South San Francisco is easily accessible from Caltrain, BART, 101, and 280. For more information on Group 4, please visit our website: <http://www.g4arch.com>

## Qualifications

Requirements for this position include a degree from an accredited architecture program and up to three years of experience as a junior designer on projects larger than single family residential. Successful candidates will demonstrate:

- Familiarity with BIM/3D modeling software including Revit and SketchUp
- Strong Adobe Creative Suite, Microsoft Office suite, and hand sketching graphic skills
- Strong written and oral communication skills
- Collaborative outlook and the ability to work effectively within a studio environment
- Ability to undertake a variety of assignments requiring the application of selected standard architectural techniques
- Ability to complete project-specific tasks including researching, compiling, and recording information; BIM modeling and detail development; and building systems research

## Application Materials

Please provide a cover letter indicating your specific interest in this position, a current resume, and a portfolio with a maximum of five projects; please indicate your role and responsibilities for each project included in your portfolio. Please email your materials as a single PDF file (maximum 10MB) with the subject line "Recent College Graduate" to [hr@g4arch.com](mailto:hr@g4arch.com). Please no hard copies, weblinks, drop-ins, phone calls, or recruiter inquiries.

Thank you very much for your interest in Group 4! We look forward to reviewing your application.

*Updated 15 August 2025*