



Position: Design Manager – LOS ANGELES, CA RESIDENTS ONLY

We are seeking a Design Manager to be a critical team member of our highly-innovated team in the L.A., California area. Candidate will manage, develop, and coordinate the design process to ensure that plans are within a functional program, budgetary, environmental, and legal requirements. They will manage multiple projects through interaction with Architects, consultants, and owner personnel from project conception, through draft to final review, approval, and hand-off to project execution. Candidate will oversee the building design process to ensure compliance with owner's standards and guidelines by working with design professionals and various owner representatives to ensure that new and modernized structures meet both educational and building standard requirements.

The applicant will know how to establish and follow a process to identify, select and procure the architectural firm best suited for each project based on the firm's qualifications and ability to meet performance standards. He/she will provide architects with clear and consistent direction about goals and objectives, standards, site, schedules, and budgets for each project. It is vital to provide maximum value for dollars budgeted, and are appropriate and enduring to meet the functional needs of the Owner, the local community, and the environment. Candidate should ensure that all steps within the project are documented and that the documentation meets legal requirements and this will include reviewing design changes to ensure project remains within budget and participating in community relations and outreach programs to create an understanding and acceptance of Owner project design within the community. This will be done by developing seminars and workshops, to learn and share-up-to-date information with architects and contractors.

MOCA Systems, Inc. provides innovative program and construction management services to clients around the world using MOCA's advanced technology. Established in 1999, MOCA is a leading owner's representative firm providing program and project management services nationally. We embrace a vision to help our clients transform the way their complex projects are planned, designed, built, and managed.

Qualifications you will have if you are a great candidate:

Required:

- Minimum ten (10) years' full time paid professional experience managing facilities design, or planning and coordination of capital projects that included the overall design, contract administration, cost estimating, and scheduling activities
- Five (5) years of this experience must be with the design, planning and construction of educational facilities or similar public agencies
- Bachelor's degree in Architecture or Engineering from a recognized college or university

Preferred:

- Courses in Business Management, Public Relations, Accounting, School Finance, Personnel Management, and Communication Experience with the Division of the State Architect (DSA) construction/design processes
- A valid Certificate of Registration as an Architect by the California State Architectural Board or Professional Engineer by the State Board for Professional Engineers and Land Surveyors

At a minimum, the candidate's professional resume must include the following:

- **Los Angeles, CA residency - ONLY**
- List of all Educational Achievements
- List of all Professional Licenses or Certificates



- List of Awards received
- Detailed Employment History with each company or government agency including:
 - Name & contact information of the firm or agency
 - Start date and end date (Month/Year)
 - Positions held
 - List of Projects/Programs managed including project value, location of assignment, roles and responsibilities and contribution to each project

Please visit our website www.moca-pm.com for more information about career opportunities at MOCA Systems. For immediate consideration, please send Resume, Cover Letter and Salary History Requirements to Resumes@mocasystems.com.