

Site Representative

The Hive Design Co. is an architectural design and drafting company that focuses on residential renovations, additions, and new builds. We are looking to fill the position for a contract/freelance individual who would deal with site measurements for new projects. This is a very unique position. Please contact us to schedule a call and learn more information.

Job description

Visit projects to measure existing conditions for structural, mechanical, and existing floor plans/exterior elevations. This is a unique position for a current or retired building official, construction industry professional, or architectural technologist who is interested in part-time/occasional work. Our project locations can vary within Ontario, but typically are between London-Toronto/GTA area.

Qualifications

- 5+ years experience as architectural technologist, builder, or building code official
- Extensive knowledge of part 9 and part 11 of the Ontario Building Code
- Able to recognize and notate structural and mechanical components during site visits
- Well versed in office professionalism (master of the English language, email protocol, etc.)
- Must have a fully insured personal vehicle (work travel reimbursed)
- Being able to work with minimal supervision
- Great interpersonal skills as you will be working with clients on a regular basis

Technology and tools used:

- Measuring tape & digital measuring tool
- iPad or other tablet
- Use of communication applications such as Asana or Google Meet are required for communicating with colleagues

Physical abilities:

- Working in heights, small spaces, with people and pets

WHEN: Start date is flexible, ideally Spring/Summer 2025