

**Job Title:** Project Architect (Design & Coordination), Projects

**Reports to:** Director, Projects

**Location:** Ashoka University, Plot No.02, Rajiv Gandhi Education, Rai, Sonipat

**Experience (in years)**: 15 Years

**Nature of work:** Full-Time

**About Ashoka University:**

Ashoka University -India’s premier interdisciplinary teaching and research university. An institution that has become a beacon of academic excellence in less than 10 years since its inception. At Ashoka, we encourage you to embrace the new, push the boundaries for continuous learning, and adapt to a world of constant change Because we believe that each Ashokan is capable of becoming a thought leader.

As part of our thriving and committed workforce, you will:

**Be Mission-Driven**: Champion interdisciplinary learning, innovative pedagogy, and academic rigor to transform Indian higher education.

**Think Strategically:** Collaborate with visionary minds to shape the future of higher education through strategic planning and a forward-thinking approach.

**Act Authentically:** Embrace authenticity and integrity, fostering an inclusive and supportive environment where every voice is valued.

**Take Accountability:** Own your work and drive positive change, as an empowering individual seeking to make a meaningful contribution.

**Build Collaboration:** Experience the power of teamwork and diverse perspectives, working collectively towards our shared goals.

**Deliver Excellence:** Strive for excellence in all aspects, upholding the highest standards of academic excellence, student support, and professional development opportunities.

At Ashoka University, we are on a mission to redefine higher education and create a remarkable space where innovation and collaboration thrive. As a **pioneering force in interdisciplinary learning**, we **continually grow and adapt** to stay at the forefront of educational excellence with an emphasis on inclusivity and equal opportunity. Our philosophy revolves around **care, well-being, and connection**, which are deeply embedded in everything we do.

When you join our community, you become part of an extraordinary journey in which you can unleash your potential and make a meaningful impact. Where education empowers, where innovation thrives, and where excellence and humility coexist. We truly believe the world will enrich itself when there is progress with purpose.

**Role and Responsibilities:**

* Working experience towards architectural designing/Interior finishing on large Commercial/Residential projects/
* University Campus, interaction with the external architect, consultants & PMC to receive & review design & documents, conducting design workshops with all stakeholders to finalize the design.
* Value engineering to economize design & cost, Responsible for finalization of BOQ, tender documents, GFCs, coordinated drawings, and Construction coordination including Civil, MEP and interior finishing to ensure that construction drawings are strictly followed.
* Time & cost Management, Good communication skills, Adequate knowledge of Haryana Bylaws & Design codes, hands-on exp in Software like AutoCAD 2D/3D, Revit/ BIM, Sketchup, etc.

**Qualifications and Skills Required:**

* 15 years of experience in the field
* B.Arch./ M. Arch required
* Experience Handling of Design and Coordination of Large Greenfield Projects> 25 acres.
* Skill Sets: Drawing and Design Management/ Value Engineering.

**Application Submission Process:**

We invite you to embark on this journey by submitting your application to Ashoka University's Projects Team. To ensure your candidacy receives the attention it deserves, kindly follow the application submission process outlined below:

**Prepare an Updated CV:** Showcase your professional accomplishments, skills, and experiences in an updated curriculum vitae.

**Submit Your Application:** Email your CV to connect.hr@ashoka.edu.in, ensuring the subject line reads as follows: "Designation – Projects team\_Applicant Name>". This will help us efficiently process your application.

**Include Essential Details:** Along with your CV, kindly provide the following information:

* Last compensation received: We value your expertise and acknowledge the importance of fair compensation.
* Expected salary: Share your aspirations for growth and remuneration.
* Notice period: Inform us of the time required to transition from your current role, if applicable.

**Pursuit for Excellence:** At Ashoka University, we strive for excellence in all aspects of our operations. Therefore, only shortlisted candidates will be contacted as part of our rigorous selection process.

**Adherence to Deadlines:** To ensure fairness and efficiency, please submit your application by 24th October, 23. Applications received after the deadline will not be considered.

We look forward to receiving your application as we embark together on a remarkable journey of professional growth and development. Join our exceptional community at Ashoka University, where excellence is nurtured, and aspirations are transformed into reality.