



Job Title:

Manager – Architect

Primary Work Location:

University Campus, Sonipat (NCR of Delhi)

Overview:

O. P. Jindal Global University (JGU) is a not-for-profit global university established by the Government of Haryana and recognized by the University Grants Commission. The vision of JGU is to promote global courses, global programmes, global curriculum, global research, global collaborations, and global interaction through a global faculty. JGU is situated on an 80-acre state of the art residential campus. JGU is one of the few universities in Asia that maintains a 1:15 faculty-student ratio and appoints faculty members from different parts of the world with outstanding academic qualifications and experience. JGU is a research intensive University, which has established several research centers. JGU has established six schools: Jindal Global Law School (JGLS), Jindal Global Business School (JGBS), Jindal School of International Affairs (JSIA), Jindal School of Government and Public Policy (JSGP), Jindal School of Liberal Arts and Humanities (JSLH) and Jindal School of Journalism and Communication (JSJC). We hope that in accomplishing these objectives, we will be able to help the State of Haryana to become a centre of global excellence for higher education and research. We will also be able to contribute towards India's development as a provider of international education and a leader in the transnational knowledge economy of the world.

Job Summary:

An architect will plan, design and oversee the University, office buildings, and other structures.

Job Tasks and Responsibilities:

- To meet with the internal stakeholders/ senior management to determine objectives and requirements for structures;
- To estimate the amount of required materials, equipment, and construction time;
- To prepare structure specifications;
- To direct and prepare drawings and documents;
- To prepare contract documents for building contractors;
- To manage construction contracts within budgets and timelines;
- To visit worksites to ensure that construction adheres to architectural plans;
- To control projects from start to finish to ensure high quality, innovative and functional design;
- To plan new building designs, extensions, alterations, restorations and conservations from the earliest stages right through to completion;
- To follow architectural trends and advancements.

Other Skills:

- Proven working experience as an architect
- Strong portfolio to prove artistic skills
- Expert knowledge of building products, construction details and relevant rules, regulations and quality standards
- Excellent drawing skills and familiarity with design software



O.P. Jindal Global University

A Private University Promoting Public Service

NAAC Accreditation - 'A' Grade

- Strong imagination and the ability to think and create in three dimensions
- Visual awareness and an eye for detail
- Communication and project management skills

Experience & Qualification:

- Minimum 5 to 8 years of relevant work experience
- BS degree in Architecture