



## **About Bitprop**

*We believe in the power of entrepreneurship as a means for creating good. By partnering with property owners in townships to help them develop rental flats behind their properties, they receive an otherwise inaccessible new income stream. Bitprop turns these hard-working property owners into property entrepreneurs, generating significant value for themselves and their families for generations to come. Our work is innovative and creates an immediately tangible impact – a highly rewarding experience for all involved.*

## **Architectural Draughtsperson, Architectural Technologist or Senior Architectural Technologist**

At Bitprop, we are building our architectural team, and we're looking for an experienced Architectural Draughtsperson, Architectural Technologist or Senior Architectural Technologist to join the team! You will take charge of our council submission and documentation phases. You should have a good understanding of the City of Cape Town by-laws and regulations, particularly within the small-scale residential sphere.

You should possess an innovative mind and the motivation to continuously improve yourself, the company and the architectural framework that Bitprop works within. Above all else, you should possess a willingness to help people in the communities that we work in.

## **Some practical examples of your responsibilities**

- Prepare and manage council submission drawings and submit all necessary documents for local authority approval
- You will be responsible for leading and innovating efficiency within the council submission processes at Bitprop
- Engage in ongoing communication with city officials and attend to amendments and changes
- Assist our architect with preparing construction drawings and related documentation
- On-site and as-built measurement documentation
- Work closely under the guidance of our architect to maintain a consistent workflow in the architecture department (Teamwork is key!)

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## **Requirements**

- Fully proficient in Autodesk Revit - this is very important
- Minimum 2 years' post-qualification experience as an Architectural Draughtsperson, Architectural Technologist or Senior Architectural Technologist
- At least a National Diploma in Architecture or the relevant degrees for these positions
- Must have your own reliable vehicle and a valid driver's license
- SACAP registered or in the process of registering
- Must have experience with the City of Cape Town council regulations and by-laws, particularly in R1, R2 and GR1 zoning schemes
- Highly organised and systematic
- Must be comfortable working within a team environment as well as being productive independently with limited supervision
- Self-driven and comfortable in a quick work environment with limited structure
- Cape Town-based, in office most days – off Kloof Street in Gardens, Cape Town
- Very flexible and comfortable with lack of structure (creating your own structure)

## **Culture**

You:

- Are passionate about using entrepreneurship to create change and progress
- Believe in 'finding a way' to make things happen
- Are comfortable with a flexible and changing work environment
- Believe in a meritocratic way of working - your age/seniority etc. doesn't matter
- Are a quick learner

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- Work quickly, make mistakes and improve. You fail fast and learn
- Are kind, trusting and work for the interests of the group, not yourself
- Are driven, work hard and always to a very high standard. Your ambition is to achieve objective quality
- Are optimistic about achieving progress on a micro and macro (societal) scale
- Have a high level of integrity and professionalism
- Are excited about being part of solving very difficult problems
- Have the ambition to be part of innovative solutions/an environment that aims to have a tangible impact on the world

### **How to apply**

Please visit [www.bitprop.com/careers](https://www.bitprop.com/careers) to view this job listing and to access the application form, where you can complete the application and upload a portfolio. For more information or if you are unsure about whether to apply or not, please reach out to [careers@bitprop.com](mailto:careers@bitprop.com).

