

R E C R U I T M E N T

Part I / Part II Architectural Assistant

Are you a passionate and driven Part I / Part II Architectural Assistant seeking a dynamic role with a forward-thinking team?

At Bloomfields, we specialise in delivering bespoke architectural and planning solutions across the residential, commercial and rural sectors. We pride ourselves on providing innovative, client focused services that make a positive impact.

The Role

- **Grow:** Your knowledge and experience as part of an ambitious team
- **Learn:** To develop creative and practical architectural solutions across all RIBA stages
- **Develop:** Your ability to manage a range of projects and job types that help you foster your experience and accountability
- **Deliver:** High-quality design solutions that meet client expectations
- **Collaborate:** With clients, planners, and multidisciplinary teams to ensure seamless project delivery

The successful candidate must take pride in the quality of their work and be eager to take on increasing levels of ownership and responsibility. We are looking for a proactive professional committed to continuous learning and long-term growth within our team.

Salary: Dependent on experience

Location of role: Paddock Wood, Kent

Deadline for application: 9.00am on 31 March 2026

How to apply: Please send CV, portfolio, and a covering letter to myfuture@bloomfieldsltd.co.uk

NO RECRUITMENT CONSULTANTS / AGENCIES.



This role will include the ability to:

- assist with undertaking measured building surveys across a range of extension, new build and change of use projects
- produce 'as existing' orthographic drawings using AutoCAD or Revit
- produce relevant site plans and associated drawings for planning application and planning condition applications
- assist in the development of design proposals from concept to detailed design
- produce high quality 2D and 3D drawings, visuals and presentations
- prepare detailed technical drawings as part of building regulation applications and use Photoshop or similar software

Key Requirements:

- Minimum 3 Years AutoCAD experience
- Competent in Photoshop or similar software
- 3-Dimensional architectural modelling software skills are advantageous but not essential (SketchUp, 3DS Max, Rhino)
- Ability to communicate ideas clearly
- RIBA Part I / Part II qualification (or equivalent)
- Can drive and own car
- Strong creative ability and knowledge of UK Planning and Building Regulations