



Title: Senior Architectural Technologist, (new home construction)

Location: 3203 - 93rd Street NW, Edmonton

At Sterling Homes, our people make the difference. We offer an exciting place to build your career with competitive compensation and benefit packages, company matching RRSP/DPSP program, employee home purchase program and employee discounts.

Job Overview

Reporting to the Production Manager, as the **Senior Architectural Technologist**, you will provide architectural expertise to accurately create detailed plans, new elevations and floor plans. You also foster positive relationships with municipalities and other related parties to obtain permits in a timely manner.

Your day-to-day responsibilities will include:

- Creating, revising and organizing job files to reflect change requests and communicate changes to related parties.
- Preparing or coordinating drawings and conceptual designs with external consultants for addendum, plot plan, conceptual design blacklines, elevations and working drawings for new standard designs.
- Liaising with municipalities and trades for permit approvals.
- Reviewing home plans for compliance with Architectural Controls and Guidelines.
- Maintaining and organizing the standard Master Plan library.
- Monitoring and maintaining work progress, adjusting schedules when necessary.
- Attending new model reviews and preparing checklists for Designers.
- Staying current on industry trends and leveraging opportunities for process improvements to enhance operational efficiency.
- Responding efficiently to inquiries from municipalities, site supervisors, and consultants.

As our ideal candidate, you are...

- Organized; able to prioritize and manage your time effectively.
- A strong communicator; not only can you clearly express your thoughts in conversation, you can also write and present in a persuasive and influencing manner.
- Detail oriented; you have an eye for the smallest detail, and you have incredible accuracy.
- A leader; you have strong leadership skills and act as a company role model.
- Proactive; you plan ahead for the next step of the project, increasing efficiency and effectiveness.

Essential Requirements

- Bachelor's Degree or Diploma in Architectural Technology, or equivalent.
- Minimum 6 years of relevant experience in an Architectural Technologist or similar position.
- Satisfactory verification of criminal record check.
- Proficient in Microsoft Office programs (Outlook, Word, Excel, and PowerPoint) and architectural designing and drafting software (AutoCAD, SoftPlan, Revit, ArchiCAD or similar).

What We Value

- Creating trusting and successful working relationships.
- Cooperating with team members in an open, positive and respectful manner.
- Setting clear, measurable and achievable goals.
- Taking responsibility for the outcomes of decisions and actions.
- Staying current with technical job skills.
- Consistently meeting customer expectations.

Working Conditions

You primarily work in an office setting during regular business hours. Overtime may occasionally be required.

About Us

Sterling Homes, a single-family business unit of Qualico, has been building homes in Western Canada for over 60 years and providing outstanding service to homebuyers in many of Western Canada's finest communities. We are committed to providing the best new home experience possible by providing an unwavering commitment to quality of design, construction, and customer service. Sterling Homes operates in Edmonton, Calgary and Winnipeg. To learn more, click [here](#).

Qualico welcomes applications from people with disabilities. Accommodations are available upon request during the assessment and selection process.

Candidates being considered will be contacted. We thank you for your interest. Join our [Talent Community](#) to stay up to date on job opportunities and to find out why we have the best reason to come to work every day.

Closing Date: September 10, 2026

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