Career Openings

Mid-Level Architect – Japanese Native Speaker

NIKKEN SEKKEI FZ-LLC (NSFZ Dubai) is part of one of the world's largest architectural and engineering design firms, headquartered in Tokyo.

We are recruiting Architects who have strong design skills and an interest in contributing to architectural and urban design projects.

NS FZ Dubai works closely with global project teams, to deliver world-class architectural, urban, and interior design solutions across the Middle East and globally.

Successful candidates can expect to work in an international, collaborative, and professionally challenging environment. Projects are subject to proposal selection, but typically range from large-scale residential to commercial and hospitality developments, in both public and private sectors.

All candidates are asked to carefully read the following instructions and job description. Applications should be submitted with all materials in English to the email address below:

nikkendubai@nikken.jp

Applicants should include:

- Self-introduction
- Current gross salary
- Expected gross salary
- Description of career goals and aspirations
- Reasons for applying to NSFZ Dubai
- How you believe you can contribute to our office
- Updated CV
- Portfolio summary (up to 10 projects, with clear explanation of your involvement)

Maximum two pages (A4 size) for the above. Total file size should not exceed 25MB.

Job Description:

Open Position: Mid-Level Architect (Japanese Native Speaker)
Hiring Condition: Full-time employee, **Location:** Dubai
Working Hours:

- Monday–Thursday: 8:00 a.m.–6:00 p.m. (1-hour lunch break)
- Friday: 8:00 a.m.–12:00 p.m.
  Probation Period: 6 months (as per UAE Labor Law)
- Monthly Salary Range:
- Senior Architect: 15,000 – 18,000 (gross) per Month

Allowances / Benefits

- Monthly salary
- Annual paid leave, sick leave, and public holidays as per UAE Labor Law
- Annual Bonus (based on company performance and Policy)
- Annual performance appraisal and salary review (company policy–based)
- Medical insurance (as per company policy)
- Yearly Flight Ticket (to home country)
- Overtime compensation as per Work Regulations

Training Opportunities

- Access to Nikken Sekkei Group online lectures and internal knowledge-sharing programs
- Opportunities for project collaboration with Japan HQ and other global offices

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1. Basic Responsibilities

The successful candidate will work as an Architect supporting the NSFZ Dubai and international teams. Responsibilities include:

- Participating in design development from concept to detailed design stages.
- Preparing drawings, design documents, and presentation materials.
- Attending and assisting in presentations, workshops, and internal/external meetings.
- Supporting business development activities, including site observations, proposal support, and client brief analysis.
- Coordinating with clients, consultants, contractors, and suppliers.
- Collaborating with project team members to develop design solutions.

- Ensuring compliance with local UAE regulations and internal Nikken standards.

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2. Application Requirements

Minimum Education:

- Bachelor's degree in Architecture (or equivalent); higher degrees are an advantage.

Job Experience:

- Minimum **5 years** of relevant architectural design experience
- Internship experience cannot be counted as full-time experience

English Proficiency:

- Business-level English (written and verbal). Certification preferred but not mandatory.

Software Requirements:

- AutoCAD, Revit, and Microsoft Office (required)
- Photoshop, Illustrator, InDesign, Rhino, Lumion, SketchUp, or Enscape (advantage)

Personality / Professional Traits:

- Polite, punctual, and responsible
- Able to work well in multidisciplinary and international teams

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3. Interview Process

- Screening by Design and HR Team
- Interview (online or face-to-face)
- Final selection based on technical capability, portfolio quality, and team compatibility
- NSFZ Dubai welcomes suitable applicants who aspire for long-term employment with the company.

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4. Employment Start Date

The start date will be discussed during the interview and determined based on project and operational requirements.