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## Job Description

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## Project Director

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### Salary 100,000 - 120,000

Gabriel Saunders is looking for a Project Director who can guide our talented team through complex projects while maintaining the exacting standards that define us.

As our studio scales internationally and expands our creative ambitions, you'll coordinate our cross-disciplinary team of visualisers, modellers, stylists, and post-production artists—bridging the gap between creative vision and flawless execution. The ideal candidate understands that exceptional work emerges from rigorous process, technical excellence, and collaborative problem-solving.

### About Us

Gabriel Saunders has established itself as an industry leading visualisation studio specialising in architectural visualisation and interior styling. Our tailored approach and cross-disciplinary team create a unique offering for our clients - creating captivating visual narratives grounded in reality. Our methodology provides our studio the creative freedom to challenge our clients expectations and produce stunning and successful outcomes for their projects.

We work with the world's leading architects, interior designers, branding agencies, photographers and developers to conceptualise beautiful designs. We believe in dynamic careers and nurturing people's strengths and interests through work-life balance, varied opportunities and experiences.

### The Position

The successful candidate will bridge the gap between the Production Manager and the creative teams, focusing on project breakdown, team guidance, milestone tracking, and real-time problem resolution. The Project Director works collaboratively with the Production Manager to optimize resource allocation while providing the technical expertise needed to guide teams through complex visualization projects and contribute to overall studio efficiency and profitability.

### There are four primary accountabilities for this role:

#### 1. Strategic Planning & Problem Resolution

Lead project planning meetings with technical teams to establish clear project strategies and execution plans. Proactively identify technical risks, develop mitigation strategies, and resolve real-time project workflow bottlenecks, scope creep, and technical challenges that impact delivery.

#### 2. Project Management & Resource Coordination

Break down complex visualization projects into manageable technical phases, identifying dependencies and resource requirements. Coordinate between team members working on shared projects, manage external contractors, and maintain visibility of project dependencies across multiple disciplines.

#### 3. Process Compliance & Development

Monitor adherence to established GS processes and protocols, establish consistent workflows across projects, and drive continuous improvement initiatives. Identify recurring workflow bottlenecks and develop solutions to enhance both efficiency and quality outcomes.

#### Gabriel Saunders P/L

—Address  
227 Moor St  
Fitzroy Victoria 3065  
Australia

—Telephone  
+61 3 9419 4482

—Email  
[info@gabrielsaunders.com.au](mailto:info@gabrielsaunders.com.au)

—Website  
[gabrielsaunders.com.au](http://gabrielsaunders.com.au)

—ABN  
15 145 739 984

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### 4. Quality Assurance & Delivery Standards

Establish and maintain technical quality checkpoints throughout the project lifecycle. Conduct thorough quality checks at each milestone to ensure deliverables meet GS standards and client specifications, coordinating the project sign-off process before presenting to Directors for final approval.

### The skills and experience the ideal candidate will bring to the role:

#### Essential Experience:

- Minimum 5-7 years of experience in project management within architecture, design, or creative production environments
- Proven track record of leading and coordinating creative teams in deadline-driven environments
- Strong understanding of architectural design processes and how design projects progress from concept to completion
- Experience managing complex projects with multiple disciplines and stakeholders
- Demonstrated ability to break down complex projects into manageable phases and coordinate workflows
- Experience coordinating multiple concurrent projects and resource allocation
- Background in architectural visualization, architecture, interior design, or related creative production fields preferred

#### Understanding of Architectural & Creative Processes:

- Strong understanding of architectural design workflows and project phases
- Ability to read and interpret architectural drawings and specifications
- Understanding of how creative projects progress from briefing through to final delivery
- Familiarity with creative production workflows and dependencies between disciplines
- Understanding of quality standards in architectural presentation and visualization

#### Coordination and Communication Skills:

- Proven ability to guide and coordinate creative teams without direct reporting relationships
- Strong facilitation skills for project planning and milestone review meetings
- Excellent problem-solving abilities with focus on practical, implementable solutions
- Experience providing constructive feedback and maintaining accountability
- Ability to communicate complex project concepts clearly to diverse audiences
- Collaborative approach with ability to work effectively across all organizational levels

#### Project Management and Process Skills:

- Strong analytical abilities for project breakdown and resource planning
- Experience developing and implementing standardized processes and workflows
- Ability to balance multiple competing priorities and make decisions under pressure
- Understanding of quality control processes and standards compliance
- Experience in continuous improvement and process optimization initiatives
- Demonstrated ability to maintain project timelines while ensuring quality outcomes
- Experience with project management tools and methodologies

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### Personal Attributes:

- Exceptional attention to detail and commitment to quality standards
- Proactive and solution-oriented mindset with strong initiative
- Adaptability and willingness to learn new technologies and processes
- Collaborative team player who can work effectively across all functional areas
- Comfortable working in a specialized creative production environment

### Gabriel Saunders offers:

- Work with leading local and global design teams on exciting projects.
- Encouraging, creative, open, diverse and motivated studio environment and culture.
- Commitment to work-life balance including flexible working arrangements.
- Perks such as paid birthday leave, 2 weeks paid parental leave and beautiful studio in the heart of Fitzroy, Melbourne.
- Globally recognised studio.

### To Apply for this Role

Please answer the below questions in your application:

1. Share your favourite architectural photography campaign or series from a built project. What makes it exceptional and why?
2. You've just been briefed on a project from design practice firm you haven't worked with before. You have the basic brief—site, scope, timelines. Before the first team meeting, what do you need to know that isn't in the brief? Where do you look, and what are you trying to understand?
3. Process is fundamental to our studio. Give us an example of when a process wasn't working—either it was breaking down, creating inefficiency, or not being followed. How did you recognize it, what did you do about it, and what was the outcome?

Email your cover letter and resume to: [jobs@gabrielsaunders.com.au](mailto:jobs@gabrielsaunders.com.au)

Please title the email "Project Director Application"

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