

JUNIOR INTERIOR DESIGNER

Collaborate with a dynamic team to problem-solve and create thoughtful designs that launch client's goals beyond their wildest dreams. Learn all aspects of the design process and even things you didn't know you wanted to learn.

DUTIES/RESPONSIBILITIES:

- Collaborate with the Director of Interiors and senior design team to develop design concepts
- Assist the team with the selection of fixtures, finishes and furniture and coordinate with vendors/dealers, under the supervision of senior staff
- Provide support on construction documents which may include plans, elevations, details, reflected ceiling plans, millwork design and schedules/
- Execute red-line revisions in Revit and/or AutoCAD
- Develop, prepare, and coordinate presentation materials in InDesign
- Develop 3D models in Sketch-up and/or Revit
- Application of basic elements and principles of design including form, scale, color, texture, pattern, light, balance and proportion
- Participate in site analysis, including survey of existing conditions and field measurements
- Participate in FF+E installations
- Keep organized and check your work for accuracy, omissions, and legibility
- Organize and manage interiors library including communication with vendors/ reps/manufacturers
- Assist Construction Administration team with review of submittals and shop drawings and RFI responses
- Review of purchase orders from procurement agency and/or furniture dealership

SKILLS/ABILITIES:

- Proficient in the following software: AutoCAD, Revit (strongly preferred), Sketch-up, Adobe Creative Suite, MS Office Suite
- Experience with furnishings and finishes, selections and specifications
- Working knowledge of Construction Documents
- Experience with space planning methodology
- Effective verbal and written communication skills

EDUCATION/EXPERIENCES:

- 0-5 years of relevant full-time experience
- Bachelor's Degree from a CIDA Accredited Interior Design school or Architecture School
- Interest in completing NCIDQ exams