

INTERIOR DESIGNER- FURNITURE DESIGN - JOB DESCRIPTION

Department: Dealership

Reports To: Director of Dealership

FLSA Status: Exempt

Job Summary

If you are looking for a career where you get to create dream-worthy spaces while using other people's money, read on! Mitsch Design is a leading commercial interior design, architectural firm and full line furniture dealership that is known for its innovative thinking and expert implementation of design. We are on the search for a rockstar interior designer with a passion for all things furniture, and a knack for details to join our team of creative and passionate designers. The furniture design specialist works with our fully integrated team of architects, interior designers, procurement specialists and logistics professionals to design, specify and install the full furniture, art and accessories package of our award-winning projects. Don't remain stagnant in your current role, but expand your career and join our exceptional team of creative, energetic, and innovative leaders in the industry. We are ready for you!

DUTIES & ESSENTIAL JOB FUNCTIONS

- Collaborate with project team on furniture needs, providing recommendations for furniture solutions, and making furniture, art and accessory selections to carry out the design intent. Based on client requirements and space availability.
- Attend client meeting to understand design need and client preferences
- Prepare drawings in CAD and/or Revit with furniture layout
- Determines timelines and project costs and presents accurate estimates to clients
- Manage and drives internal/external client expectations and project timelines
- Prepare preliminary and complete furniture specifications and quotes utilizing 2020 Worksheet based on client needs
- Create presentation packages including furniture, finishes, artwork in a variety of media to assist with conveying design intent
- Develop Client Relationships (new and existing), including attending and presenting at client meetings
- Attend and manage furniture project installations (both local and nationwide travel).
- Conduct field verifications, on site inventory, and other client needs
- Work with Logistics Manager and Project One Team regarding post order and installation questions/coordination
- Manage small scale project designs & schedules
- Maintains current knowledge of trends, products, materials techniques and other developments in the industry
- Other duties as assigned.

SKILLS & QUALIFICATIONS

- Knowledge in Commercial, Hospitality, and Residential Furniture Lines
- Proficient in 2020 Worksheet and CAP or another quoting/specification software
- Multi-Family, Senior Living, and/or Commercial project experience
- Basic understanding of ADA and FHA building codes
- Strong Creativity, artistic ability, and imagination
- Excellent verbal and written communication skills
- Ability to coordinate with multiple teams and resolve any issues regarding operation and delay
- Ability to travel on behalf of the company
- Detail-oriented with excellent problem-solving and organizational skills
- Strong leadership and time management skills with advance attention to detail
- Ability to come to work with a smile on your face and willingness to have fun

EDUCATION & EXPERIENCE

- Bachelor's degree in interior design or related field required
- 2-4+ years' experience in A/D or Dealership Industry with strong background in furniture selections and specifications, with knowledge of adhering to relevant codes and standards
- We are always willing to train, and advance individual skills are part of our team

PHYSICAL REQUIREMENTS

- Prolonged periods sitting at a desk and working on a computer
- Must be able to lift up to 15 pounds at times
- Must be able to distinguish between colors (sort of goes with the job)

At Mitsch Design we create spaces that EMPOWER and TRANSFORM people through the environments they interact with. Founded by Jeryl Mitsch in 1989, this **Certified Women-Owned Business** has completed award-winning projects locally, regionally, and nationally. Areas of expertise include Multi-Family, Corporate, and Senior Living. The firm invests in state-of-the art technologies to enhance Client interaction and total project solutions. The Mitsch Design team consists of experienced NCIDQ designers, licensed architects, furniture designers, and logistics specialists. We are large enough to handle projects of virtually any scope and offer a broad range of solutions across the country.