

# SENIOR PROJECT DESIGNER - JOB DESCRIPTION

**Department:** Services

**Reports To:** Director of Architecture & Design

**FLSA Status:** Exempt

## Job Summary

A *Senior Project Designer* is a design focused individual that is responsible for the creation of interior architecture and production of projects. He / She functions as a key element in project development and documentation, from the broad overall perspective through the individual detail refinement. This person is a self-guided individual with minimal management required. Through experience and knowledge, the designer is a critical member of the project team developing and delivering project deliverables on time and in excellence.

## DUTIES & ESSENTIAL JOB FUNCTIONS

- Work as part of a team to design interior environments for a variety of clients and project design aesthetics
- Self-guided creation of concepts & designs
- Schematic Design creation with minimal direction from Project Manager and Architect
- Selection of materials, furniture, & equipment for projects with minimal direction from Project Manager
- New material & product knowledge to support design intent
- Construction document production to 75% completion without guidance
- Technical excellence in Revit and Microsoft Office Suite
- Develop client presentation materials in a variety of media to assist with conveying design intent
- Manages select on-site furniture installations alone
- Manage small scale project designs & schedules
- Runs/facilitates select client presentations
- Assists with client communication & customer service requests

## QUALIFICATIONS

- College level degree in Interior Design
- 5+ years' experience in A&D industry, Multi-Family and Senior Living experience preferred
- High performer - seeking growth and new opportunities
- High level of accuracy and work quality
- Strong organizational skills
- Design & detailed oriented
- Effective communication skills
- Collaborative member of a diverse project team
- Willingness to stretch out of one's comfort zone
- Abundant outlook
- Pro-active, not reactive
- Committed to succeed and willing to give 100%
- Exhibits all seven of the company's core values