

PROJECT DESIGNER - JOB DESCRIPTION

Department: Services

Reports To: Director of Architecture & Design

FLSA Status: Exempt

Job Summary

A *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 seeking and open to Team mentorship and guidance. 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
- Team-guided creation of concepts & designs
- Schematic Design creation with direction from Project Manager and Architect
- Selection of materials, furniture, & equipment for projects with direction from Project Manager
- New material & product knowledge to support design intent
- Construction document production to 50% completion without guidance
- Technical excellence in Revit, AutoCAD, and Microsoft Office Suite
- Develop client presentation materials in a variety of media to assist with conveying design intent
- Attends and assists select on-site furniture installations with Team
- Participates and presents in select client presentations
- Assists with client communication & customer service requests

QUALIFICATIONS

- College level degree in Interior Design
- 0-3 years' experience in A&D industry (Multi-Family and Senior Living experience preferred)
- 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