

## **INTERIOR DESIGN PROFESSIONAL FOR WORKPLACE INTERIOR TEAM**

**Immediate opening for one (1) Design Professional on the Workplace Interiors. The chosen candidate will primarily assist with space planning and capital improvement projects.**

### **QUALIFICATIONS:**

(Minimum educational, licensing and experience requirements.)

#### **Education/Licensing/Accreditation:**

- 4 year Interior Design or Architecture Degree.
- Interior Design or Architecture License is preferred but not a requirement of this position.

#### **Experience:**

- 3-5 years of relevant full-time work experience with a minimum of 1 year experience with corporate interior design and/or space planning experience.
- General knowledge of IBC Building Code with City of Houston Amendments (2006 version) and BOMA [ANSI/BOMA Z65.1-2010 version] is recommended.
- Experience with Newforma and Deltek Vision is helpful.
- Knowledge of commercial furniture products is a plus.

#### **Responsibilities:**

- Survey existing spaces with as-built partitions.
- Input or revise CAD database to reflect as-built partition survey.
- Assist with design and technical support on designated projects.
- Conduct area calculations and lease exhibits.
- Prepare construction documents and coordinate with engineering consultants.
- Assist with construction phase services including review of shop drawing, sample submittals and RFI's.
- Report to Project Manager for day to day responsibilities.

### **OTHER REQUIREMENTS OF THE POSITIONS:**

#### **Design Skills:**

- Advocates design and is able to conceptualize design, and/or advance the concept technically or managerially.
- Demonstrates a high level of skill in design, technical coordination, or project management.
- Advocates sustainable design practices.
- Is able to research and evaluate design materials, products and construction methods.

**Communication Skills:**

- Has proven verbal presentation skills.
- Has proven graphic presentation skills.
- Is able to participate in marketing interviews.
- Has proven client communication skills.

**Technical Skills:**

- Is proficient in Revit. Experience with AutoCAD, 3DS Max, Sketchup, Adobe Suite, Photoshop, InDesign and Illustrator is a plus
- Is proficient in Microsoft Office and Microsoft Project Schedule.

**Professional Qualities and Behaviors:**

- Must demonstrate leadership qualities and a strong business sense.
- Collaborates effectively on a team basis.
- Maintains a positive and professional attitude.

Only qualified applicants will be considered. Attachments must be kept under 10 MB.

Please send your resume and portfolio to [hr@zieglercooper.com](mailto:hr@zieglercooper.com)