

Project Designer for Workplace Interiors – Corporate Interiors

Please send your resume and portfolio to hr@zieglercooper.com

QUALIFICATIONS:

Education/Licensing/Accreditation

- 4 or 5 year Interior Design or Architecture Degree is required.
- Licensure as an Interior Designer or Architect is required.

Experience Qualifications

- 7-10 years of with minimum of 3 years' experience in Workplace Interiors.
- Experience with Corporate Interiors projects ranging in size from 3,000 – 50,000+ RSF
- Strong knowledge of workplace design, furniture product and specifications.
- Experience in all phases of Interior Design services from Schematic Design through Construction Documentation and Construction Phase Services is desired.
- Ability to ideate quickly and contribute to a team through the design process
- Skill to focus on a large client account with a variety of projects types and sizes or multiple, concurrent projects in various stages of development.
- Familiarity with environmental graphics and a keen eye to aesthetics is preferred
- Experience and proficiency with 3D software (see Technical Skills).

Responsibilities

- Report to Project Manager for day-to-day responsibilities and Interior Design Director for overall design direction.
- Assist in managing client expectations, team communication and consultant coordination.
- Assist with the creation and preparation of verbal and illustrative presentations for clients, which may include initial interviews with prospective clients.
- Focus on a variety of projects types and sizes or multiple, concurrent projects in various stages of development.
- Participate with Project Managers, Senior Designers, Interior Design Director and Principals to ensure projects are on schedule, on budget, and reflects client and project objectives.
- Provide programming services on select projects including client interviews, development of space standards, projection of space requirements and documentation of requirements while leveraging an understanding of workplace trends to generate programming documents.
- Assist in developing project narratives and design concepts.
- Provide design role on architectural interior design services from concept through Schematic Design, Design Development, primarily utilizing software such as Revit and SketchUp, but may include other programs.

- Develop design documentation in Revit for all interior design related project items (including millwork, walls, ceilings, floors, etc.). Assist with project team coordination for finish plans, specifications, and material selections required for construction.
- Coordinate with project consultants, product representatives, and fabricators to meet overall project objectives.
- Select and/or coordinate all interior finishes for assigned projects including selection and documentation of furniture, fixtures, equipment, and material specifications.
- Meet required sustainability standards for each project.
- Assist with the production of construction documents and participate in construction phase services as required by the project team.
- Assist project team with project closeout including completion of closeout form, project descriptions and project photography.

Design Skills

- Advocates design and is able to advance design concepts.
- Demonstrates a high level of skill in design with the ability to articulate design concepts or solutions to clients.
- Advocates sustainable design practices.

Business Development Skills

- Proven verbal and graphic presentation skills in interviews with potential clients.

Technical Skill:

- Proficient in Revit, AutoCAD and SketchUp. Knowledge of Photoshop, InDesign, Illustrator and 3DS Max is helpful.
- Proficient in Microsoft Office Software and Adobe Suite.

Professional Qualities and Behaviors

- Maintains a positive and professional attitude.

Notes:

- Only qualified applicants will be considered.
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