

AB Design Elements is hiring!

Need project designer for residential design firm in Scottsdale. Full time, or open to 4 days per week

RESPONSIBILITIES:

- Work on residential projects in all phases of design: both interior architectural projects and furnishings projects, including CAD drawings, sourcing materials and fixtures, writing specs (excel, google drive), PowerPoint docs, quoting furniture, procurement, and order tracking
- Work with the team to create and present presentation concepts to include PowerPoint mood boards, and compositions of finishes/fixtures/furnishings.
- Gather/return samples from local showrooms and vendors.
- For remodels and new builds: Generate plan specifications based on client needs and budget guidelines.
- Provide design support and administration during the process of design through to installation. Follow through and attention to detail is critical.
- Source and work with outside vendors to quote and order all furniture, fixtures, & accessories—experience with Studio Designer or similar software is desired but not mandatory. Create proposals/quotes. Coordinate w local workroom and custom vendors throughout the process.
- Manage multiple projects at once. Shift between projects easily throughout the day.
- Take onsite measurements to use for furniture plans and proposed window treatments, or to draw as built in CAD
- Help create graphic layouts for ads, and update website with new projects. Help with project photo shoots.
- Be a proactive and creative contributor to the firm's social media accounts and update website and other portfolio platforms, as necessary.

QUALIFICATIONS:

- 3+ years of Interior Design Experience after design school
- Bachelor's degree in Interior Design or related field from an accredited school
- Proficient in AutoCAD, SketchUp (desirable not mandatory), and Adobe Creative Suite.
- Knowledge of furniture, finishes, materials, color selections, and specifications.
- Knowledge of local vendors.
- Knowledge of Studio Designer or similar design-software
- Knowledge of design requirements, construction methods and materials for high end residential environments. Have an eye for beautiful and creative design, and the subtleties of color.
- Natural ability to multitask and handle large amount of details with follow through, work independently as well as in a team, present ideas and be outgoing and mature. No drama...none. Flexible, self-motivated and personable? Join our team!



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