

Seeking Interior Designer/Project Manager

Janet Brooks Design is a high-end interior design studio, specializing in creating designs and thorough documentation for new builds and large remodel custom homes. We are located in North Scottsdale, and are typically working on 10-15 projects at a time, both in the Valley as well as other locations throughout the U.S.

We offer a generous salary, paid vacation, PTO and health insurance. The studio is open from 9-5:00 M-F. This position offers opportunity to learn alongside a professional ASID designer, and the ability to grow in both skills and experience while working on design details for beautiful homes designed by top architects.

Responsibilities:

- Work with architect's drawings and create custom designs for architectural details as well as built-ins and furnishings
- Meet with client in order to understand the client's objectives and desires
- Communicate effectively with client, vendors and team in order to address client's needs
- Prepare presentations (3D, 2D, mock-ups and renderings) for clients to illustrate the design direction
- Prepare construction documents to support design decisions; enter and maintain updated specifications in Excel spreadsheets
- Be familiar with design trends, a wide variety of building and design materials and their appropriate applications, understand the custom home construction process. Be able to work with trades people, contractors, architects and furniture workrooms.

Qualifications:

- Bachelor's or Associates degree plus 2 - 3 years of experience in an interior design studio
- Proficient in AutoCAD and Microsoft Office suite
- Strong creative and communication skills
- Attention to detail/accuracy is of utmost importance
- Hiring now

Employment Type

Full-time

How to Apply

Email Janet Brooks, ASID at: janet@janetbrooksdesign.com with your resume, portfolio or any other pertinent information.