



Job Description: INTERIOR DESIGNER

The Architectural Team, Inc., an award winning, Boston-area architectural design firm, seeks a talented, dynamic, creative Designer to lead and assist in our interior design efforts.

The Interior Designer will work collaboratively with project teams. You are the ideal candidate if you thrive in a fast-paced environment, with the ability to manage multiple tasks and deadlines simultaneously with an approachable, responsive, flexible, whatever-it-takes style. The candidate will report to a project designer but must be capable of taking the initiative to execute projects from conception to completion. Applicants should thrive in team-oriented environments and have the ability to work and manage workload independently with strong design initiative on multiple projects simultaneously, some with tight deadlines.

Primary Responsibilities

- Candidate must be able managing multiple tasks simultaneously, excellent communication skills and the desire to work on interdisciplinary teams.
- When required, candidate must make site trips with Senior Designer to assist with scope of work required for the project.
- Contribute to the overall look and feel of project interiors with direction for senior designer.
- Contribute to the development of space planning concepts and generate program documents.
- Assist in selecting finishes for various projects and input data into finish schedules, furniture & floor pattern plans and diagrams as necessary.
- Create project material finish boards as needed under direction of senior designers.
- Attention to detail and accuracy is critical.
- Assist in the selection of artwork and accessories as needed.
- Follow and stay on schedule with assigned tasks and responsibilities.
- Attend and assist with project installations.
- Maintain and manage the firm's materials library. Meet with architectural product representatives as needed to ensure the most up-to-date materials.
- Maintain and manage the firm's multiple code book libraries.

Requirements

- Deliver design solutions within tight deadlines, with a flexible-under-pressure, positive attitude
- Experience with multi-family residential projects is highly desirable.
- Degree in Interior Design from an accredited school.
- Strong design process, including FF&E products, specifications, colors and materials.
- Computer skills, including AutoCAD, Revit, Photoshop; other programs used include InDesign.
- Ability to communicate design ideas and direction quickly.
- Strong organizational, communication and relationship management skills.
- Flexibility to travel if necessary.

The Architectural Team, located on the waterfront in Chelsea's Admiral's Hill neighborhood, offers employees a competitive compensation package including health benefits, 401k, free parking, health club membership contribution, and a collegial, energetic work environment. The Architectural Team, Inc., is an Equal Opportunity Employer.

Interested applicants who meet all of the required criteria should send a resume, salary requirements, 2-3 work samples and cover letter specifying your particular interest in working with TAT to:

E-mail: mconant@architecturalteam.com

Candidates selected for an interview will be asked to bring a portfolio of their work. Candidates who do not include salary requirements and a cover letter will not be considered.

For more information regarding The Architectural Team and our work, please visit our web site:
www.architecturalteam.com