



Job Description: JUNIOR 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 manage workload independently, with a strong design initiative on multiple projects simultaneously, some with tight deadlines.

Primary Responsibilities

- Candidate must be able to manage 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 from 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.

Desired Skills and Experience

- Deliver design solutions within tight deadlines, with a flexible-under-pressure, positive attitude
- Experience with multi-family residential projects is highly desirable.
- 2-6 years of experience are required along with degree in Interior Design from an accredited school.
- Strong desire to learn the design process, including FF&E products, specifications, colors and materials.
- Ability to communicate design ideas and direction quickly.
- Strong organizational, communication and relationship management skills.
- Flexibility to travel if necessary.
- Computer skills, including AutoCAD, Revit, Photoshop, and InDesign.

Contact Information:

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