



## SR/A INTERIOR DESIGN

6610 Western Ave | Chevy Chase, MD 20815

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### JOB DESCRIPTION: Junior Interior Designer

SR/A Interior Design, a full-service commercial interior design firm specializing in multifamily residential projects, seeks a Junior Interior Designer to support our new construction multifamily projects remotely and hands-on at its Chevy Chase studio. For consideration for candidacy for this position, please submit a portfolio of past work.

#### Responsibilities will include:

##### Design Progression

- Participate in research of concept images and materials as requested
- Participate in material selection and organization
- Create presentations, both virtual and physical

##### FF&E

- Create furniture budgets as directed
- Participate in research and selections as requested
- Audit selections during the selection phase against what is drawn on plan. Revise the space plan to reflect sizing of actual pieces and highlight any sizing issues.
- Assist in procurement execution
- Participate in project installation

##### Project Documentation

- Ensure architectural backgrounds are updated when received
- Perform site surveys and progression visits as required
- Respond or escalate construction administration items as appropriate
- Assist in creation of construction documentation as directed
- Provide coordination between design and documentation teams to ensure any changes are reflected in drawings and schedules

##### General Duties

- Assist with marketing efforts as required
- Manage sample library and vendor coordination
- Oversee intern tasks as needed
- Provide organization for each assigned projects to include maintaining project schedule and updating management with upcoming deadlines
- Support management team

#### Professional experience and qualification required:

- Career in interior design profession for 1-3 years (preferred)
- Experience with procurement (a plus)
- Familiarity with commercial grade material vendors (a plus)
- Familiarity with Multifamily Residential, Commercial, or Hospitality design fields (a plus)
- Comfort working in a deadline driven environment
- Capability to handle multitasking and detail-oriented tasks

- Eager to learn and positive attitude
- Degree in Interior Architecture / Design or Architecture required
- NCIDQ Certificate holder preferred or on tract to become certified

**Software experience required:**

- AutoCAD proficiency
- REVIT / BIM proficiency
- Studio Designer or similar procurement software
- Microsoft Office Suite
- InDesign
- Adobe Acrobat
- SketchUp

**Work environment flexible:**

- Ability to work from home office and to travel to company headquarters in Chevy Chase, MD for meetings, training, etc.
- Must have own means of transportation

Compensation commensurate with experience. To apply, send resume, cover letter and portfolio of design work to [careers@srainteriordesign.com](mailto:careers@srainteriordesign.com)