

Job Information

Employer Name: Walker Lawson Interior Design Inc.

AAA Member : Yes No

Job Title: Intermediate Interior Designer

Job Type (F/T or P/T): F/T

Location(s): Calgary Alberta

Expected Start Date: April/May 2011

Website Address: www.walkerlawson.com

Job Description

We are growing and want you to grow with us! Are you looking for a design studio that feels more like a family than a corporation, and expects passion and commitment from each other to produce excellent results?

Walker Lawson Interior Design Inc. is a licensed interior design firm that has built our reputation on our passion for innovative and responsive design as well as our commitment to listen, understand and strive for creative excellence in all we do. We are detail driven and the results can be seen in our construction documents and built projects. We are passionate about our work and our client service, and are looking for an individual that complements our highly collaborative and creative team. Great communication and organizational skills are key. We are looking for a motivated, passionate, full time intermediate interior designer to join our team in Calgary.

Must love dogs!

Qualifications & Skill Sets

The candidate will have 4-6 years' experience in an interior design or architectural office, and at a minimum, hold a Bachelor's Degree in Interior Design. NCIDQ and LEED accreditation are assets.

This role will include involvement in all aspects of the design and interior construction process, working with a team of committed professionals. As a key member of a smaller firm, you will gain exposure to all project phases and can grow your career to suit your passion. We expect proficiency in Autocad, Adobe Creative Suite, Sketchup, Powerpoint and MS Office, along with the ability to freehand sketch in order to visually communicate with each other and our clients.

PROGRAMMING

Design programming

SCHEMATIC DESIGN AND SPACE PLANNING

Develop block and stacking plans and detailed space plans

DESIGN DEVELOPMENT

Research ,Select and specify interior finishes, Develop design details, lighting, and specialty millwork

Produce minutes of client meetings and distribute

CONSTRUCTION DRAWINGS

Produce CADD drawings for bid and construction purposes , Engineering coordination

Provide information for detailed specifications, Prepare Addenda as required

CONTRACT ADMINISTRATION

Schedule and attend site meetings/reviews, Prepare Proposed Change Notices, Change Notices and Construction Communications, Prepare Certificate for Payments and issue, Verify and approve engineers invoices

Conduct final site reviews and prepare deficiency list for follow up

Contact Information

(Please indicate any documents which applicants are required to submit, i.e. portfolios, cover letter, etc)

Only qualified applicants should forward their resume and a cover letter to Jane Lawson, Principal, at janel@walkerlawson.com. Only shortlisted candidates will be interviewed.

Walker Lawson Interior Design Inc.
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