



# Example of Junior Interior Designer Job Description

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Our growing company is hiring for a junior interior designer. Please review the list of responsibilities and qualifications. While this is our ideal list, we will consider candidates that do not necessarily have all of the qualifications, but have sufficient experience and talent.

## Responsibilities for junior interior designer

- Performs programming, space planning, furniture selection, layout, product pricing, design and selection of fabrics and finishes, includes as-built drawings, space plans and final installation drawings for specification and installation of furniture
- Provides professional customer interface on occasion by attending client planning meetings to determine furniture needs and develops solutions to meet these needs
- Presents solutions to Sales Team and the Customer as required
- Offers technical design and creative consultation to customers by answering routine and highly specialized questions regarding furniture systems
- Coordinates, develops, and reviews proposed project designs, power/data plans with reference to architectural construction/electrical plans
- Validates plans against construction, electrical engineering and Architect & Design (A&D) drawing sets and communicates any discrepancies
- Develops project specifications, audits specifications against plans, assures specifications are ready for order entry and manages changes and revisions
- Provides evidence of self-checks for specifications and performs audits of peer's specifications to ensure accuracy pertaining to quantity, application and finishes
- Verifies the company design standards have been met and national processes followed
- Tracks, records and communicates chargeable design hours accrued on

## Qualifications for junior interior designer

- Enjoys both taking responsibility and working with a team
- Ability to work out of either our Hooksett, NH interior design library full-time
- Bachelor's degree in Interior Design, Architecture or other related field required
- As a professional interior designer, must be on track for the national exam, NCIDQ, and for licensure by the State of California
- Master's degree in Interiors or Architecture
- Bachelor's degree from an accredited program or equivalent experience required