



# Example of Project Designer Job Description

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Our company is growing rapidly and is looking to fill the role of project designer. To join our growing team, please review the list of responsibilities and qualifications.

## Responsibilities for project designer

- Perform tasks according to the Perkins+Will standards and Project Delivery Manual
- Establish selection and specification of furniture, fixtures, equipment and millwork, including layout drawings and detailed product description
- Actively participate in team brainstorm sessions ( cross-functional sessions) for new product development and innovation
- Create Sketches & Wireframes (Interactive Prototypes a plus)
- Contribute to Design/Whiteboard Sessions
- Adhere to branding guidelines and style guide, while contributing to the existing style guide
- Serve as the liaison between Cap
- Serves as project coordinator for interiors aspects (finishes and FFE) of Cap
- Using and shaping our tools to design, write and implement narrative mission content
- Holding responsibility for large portions of the narrative systems, story, or tools development

## Qualifications for project designer

- Proficiency in AutoCad and MS Office Suite is required
- Maintains high standards of efficiency, consistency, accuracy, creativity and timely delivery of all requests. Highly motivated, work well under pressure, and able to effectively prioritize multiple assignments

- The role is to supervise the efforts of other engineering technicians, including mentoring, instructing, and providing feedback on their performance
- Determine staffing needs and work assignments perform personnel appraisals, work reviews and assists the staff with goal setting
- 5 - 8 years of Retail project experience