



September 2015

Interior Designers - JOB DESCRIPTION

Project interface

- Acquiring key information about potential projects, discussing requirements in detail with clients and setting project schedules
- Understanding individual clients' needs, developing design concepts in consultation with the client and establishing final briefs
- Considering materials and costs according to set budgets and negotiating project fees
- Conducting feasibility studies for projects
- Researching and gathering information and photographs relating to the project
- Producing 'sample' or 'mood' boards for presentation to clients
- Sourcing products and providing samples for clients
- Preparing detailed working drawings, designs, plans, models and schemes, often using computer-aided design (CAD) software
- Surveying buildings
- Supervising work at the design stage and on-site
- Working closely with quantity surveyors to establish costs and work schedules on larger projects, with architects to determine the best use of space, and with manufacturers and contractors

Technical Skills

- AutoCAD, Revit, 3DS Max, Google Sketch up.
- MS Office.



Qualifications Required

- 3+year's production experience in design, drafting or engineering
- Strong written and verbal communication skills
- Must have a professional appearance
- Ability to use time productively, maximize efficiency, and meet challenging work goals
- Must possess and maintain exceptional work ethic as well as uphold company values and demand the highest standard of conduct from self and others
- Must have basic PC experience in Windows environments, working knowledge of word processing, spreadsheet, e-mail, web enabled application, and database software
- Possess the ability to work well as a part of a team and independently

Candidates can send their resume with a subject line "Interior Designer" to careers@shilpaarchitects.com immediately.