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# STEPHENSON

## HOUSE

We are seeking a full time Interior Designer who can work independently and part of an awesome team to delivery exceptional design work to our loyal client base. An ideal team member thrives in a fast-paced, creative environment with strong attention to detail and above-and-beyond organizational process. We're looking for someone who is smart, hard-working, with great common sense and exceptional taste.

### THE IDEAL CANDIDATE

- Minimum 2 year degree in Interior Design required
- At least 2 years of industry related experience
- Must be proficient in drafting and rendering programs; AutoCAD, SketchUp, Revit, Chief Architect, and the Adobe suite. Familiarity with Asana an asset.
- Ability to handle multiple tasks simultaneously
- Hyper-organized; you never let things fall through the cracks
- Responsible, flexible and detail-oriented
- Has the ability to build and implement processes
- Friendly & engaging personality
- Strong research, writing, organizational, and grammar skills
- Loves to solve puzzles and work in a digital environment
- Entrepreneurial mindset; you love all aspects of building towards an ideal product or system
- Confident in client communication and strong procurement skills

### THE JOB

Includes, but is not limited to:

- Manage projects from start to finish
- Create design concepts, draft floor plans, 3D renderings
- Source fabrics, furniture, finishes, art, and accessories
- Create design presentations, both digital and material versions
- Keep up to date on industry trends, standards and technology
- Liaise with a network of artisans for custom client projects
- Advanced knowledge of space planning, scale and standard dimensions
- Schedule presentations and client meetings
- Create & update trade schedules for projects
- Update client portals
- Maintain & organize design studio, including files and sample library
- Picking up / delivery samples

The position is at our 124 St Studio & Shoppe , but occasionally physical work (such as moving small furniture, carrying accessories, etc.) will be required. Must have the ability to travel in Edmonton and area.

This position is a fabulous opportunity to work directly alongside the Principal Designer and Design Team and offers invaluable exposure to the many facets of the interior design business, including residential interiors, product design, publishing, and social media.

### THE COMMITMENT

This role is a full-time position Monday-Friday, business hours. Occasional evenings and weekends may be required.

### SALARY

\$45,000 - \$65,000

