

Polkinghorn Group Architects, Inc. is seeking an Experienced Interior Designer

PGa is a nationally recognized, award-winning design firm in Austin, Texas. Our primary focus is healthcare design. In addition to healthcare, our portfolio includes a wide range of commercial and education projects. Our office is an energetic, fast-paced, professional work atmosphere with growth potential at all levels.

The focus of this position will be to coordinate and manage all facets of Interior Design within PGa. This position requires working on multiple projects simultaneously. Strong organizational skills are essential. Our ideal candidates are self-motivated, detail-oriented and capable of adapting to changing client needs and internal priorities.

Education/skills required:

- Bachelor's Degree in Architecture or Interior Design from CIDA-accredited university
- 3-7 years' experience in the industry
- 5 + years of professional experience leading high-quality interiors projects of varied complexity and scope. Healthcare related experience is a plus.
- Understanding and wide knowledge base of finishes, fixtures, furnishings, and design trends
- Experience with production of Construction Documents and Construction Administration responsibilities
- Positive attitude and willingness to collaborate with other designers, consultants, contractors and clients.
- Proficient in AutoCAD, Sketch Up, Adobe Creative Suite, Revit, Excel

Responsibilities to include:

- Understand and translate the client's vision, goals and objectives into solid design concepts within budget and relevant to the architectural setting.
- Determine and communicate project scope, level of effort required and time for completion of documents with Project Managers.
- Coordinate the scope of Interiors with consultants including engineers and project team.
- Help in the selection, specification and procurement of FF&E
- Schedule routine appointments with dealers and reps to stay current on the most current materials and products and maintain the office material resource library.
- Create finish boards and graphic presentations for clients.

Benefits & Compensation:

Salary commensurate with experience. Health, Dental, and Long Term Disability package provided.

To become a key member of our team, submit your resume along with desired salary to renitaw@pgarchitects.com