

# DAVID COLLINS STUDIO

JOB TITLE	Designer (Mid)
REPORTS TO	Senior Designer (SD) (Project Designer if no SD in team)
DIRECT REPORTEES	None
FOCUS OF ROLE	This is a project production role - focussed on supporting the day to day delivery of the project
PEOPLE MANAGEMENT	Oversees workflow/deliverables for Designers and Grads in terms of delegation of tasks and communicates within project teams
CREATIVE PROCESS FOCUS	Providing support to senior team to ensure that project concept is delivered
DESIGN PROCESS	Drawing and design production for all stages. Ensuring operational functionality for own work produced
QUALITY CONTROL	Understands the standards required and is responsible for the quality of own work produced

## DAY TO DAY RESPONSIBILITIES

- Demonstrate an ability to think creatively through active participation in internal meetings/brainstorms
- Comfortable to explore/discuss creative concepts, making suggestions at appropriate stages in the project
- Managing incoming and outgoing drawings by printing, collating and filing them immediately according to the established filing system – computer and paper
- Using AutoCAD when required to assist with drawing production
- Assist more senior designers in the development and preparation of scheme designs
- Detail specific project requirements e.g. furniture sketching, electrical drawings, models etc.
- Attend internal review meetings and assist with any issues as they arise
- Attend final site visits with senior designer(s) and assist with any FF&E or styling requirements

## WHAT THIS PERSON NEEDS TO KNOW

- Technical understanding of aspects of architectural design, interior and furniture design
- An understanding of target markets
- Good understanding of current trends in the interior design industry
- Product Design
- Materials

## ATTRIBUTES NEEDED TO BE A GOOD FIT FOR THE ROLE

- Eye for design
- Willingness to learn
- Enthusiasm
- Organised and efficient
- Team Player

## EXPERIENCE, SKILLS AND QUALIFICATIONS

- ESSENTIAL**
- Degree or equivalent in Interior Design, Furniture Design or Architecture
  - Proven experience and developed creative ability gained from a related design practice (likely to be gained over 4 – 5 years)
  - Listening and interpreting instructions correctly
  - Interpersonal: building strong effective working relationships, internally and externally
  - Visualising other people's ideas
  - Sketching and drawing
  - AutoCAD 2D/3D
  - MS Word
  - MS Excel
- DESIRABLE**
- MS PowerPoint
  - Photoshop
  - Illustrator