

**INTERIOR DESIGN STAFF****SUMMARY**

Marlon Blackwell Architects is an internationally recognized architectural design firm serving a wide range of clients and institutions, locally, nationally, and internationally. We seek talented and enthusiastic candidates for an Interior Design Staff position who exhibit a willingness and initiative to contribute to the growth and success of our firm.

Interior Design Staff fill a critical role in our design and documentation process. As part of our team, you will be integrally involved with the development of projects with a specific focus on development and documentation of the interior environment. You will work directly with the Firm's Principals, Director of Interiors, and in coordination with Project Leads. The role requires strong collaboration skills and a willingness to learn while performing a wide range of design-related tasks. Your ability to demonstrate productive working habits and be active and engaged in project development is essential.

**RESPONSIBILITIES**

- Assist with all aspects of the design and project delivery process with a specific focus on interior environments
- Manage Interior Design projects with direction from Principals
- Work independently and as part of a team to complete task requirements in a timely manner
- Be proactive and engaged with project development, presenting ideas and offering solutions to meet project challenges

**SKILLS**

- Contemporary and creative design sensibility with strong conceptual and problem-solving skills
- Confidence in generating solutions and expanding on information provided by others through exploration of alternate possibilities and by asking the right questions
- Exceptional graphic, verbal, and written communication skills
- Demonstrated understanding of technical project development, detailing, and systems
- Strong hand and technical skills, including Adobe Creative Cloud (Photoshop, Illustrator, and InDesign) and 3D modeling (experience in Revit®)
- Must demonstrate robust work ethic and be resourceful and proactive
- Ability to manage and prioritize multiple projects
- Collaboration and teamwork are essential
- Detail oriented with a commitment to design excellence

**REQUIREMENTS:** Professional or Pre-Professional Degree in Interior Architecture or Interior Design  
NCIDQ Registration a plus  
0-6 years' experience  
Minimum two (2) References

**BENEFITS:** Full Benefits after initial probationary period

**JOB TYPE:** Full-time

Marlon Blackwell Architects is an equal opportunity employer. Employment decisions are based on merit, qualifications, abilities and business needs and not on race, color, religion, sex, national origin, age, physical or mental disability, marital status or any other characteristic protected by law. This policy applies to all areas of employment, including recruitment, hiring, training and development, promotion, transfer, termination, layoff, compensation benefits, social and recreational programs and all other conditions and privileges of employment in accordance with applicable federal, state and local laws and regulations.