

**JUNIOR DESIGNER****PRIMARY FUNCTION:**

The Junior Designer is responsible for the research and completion of interior design tasks as instructed by the Creative Design Managers.

**EXPERIENCE:**

A Junior Designer must design, research and project delivery fundamentals. Proven ability to work on projects independently and also contribute to a team effort. A customer centric attitude and a commitment to excellence. Must have a degree in Interior Design

**MAJOR RESPONSIBILITIES & TASKS****SKILLS & EFFORT:**

- Brainstorm with project team to develop ideas and determine an overall concept/theme and review with project leaders for comment
- Assist in developing elevations and perspectives to show colour and space
- Assist in developing plans for: reflected ceiling, floor, fixtures, furniture, finishes
- Assist with the development of material, finish, colour scheme
- Assist with the packaging of concept and presentation boards
- Source materials and liaise with fabricators and suppliers

**RESEARCH & INFORMATION GATHERING:**

- Meet with Creative Design Managers, Senior Designers, and Intermediate Designers to understand the scope of work for each project and to discuss client requests, project deliverables and time frames
- Visit site to measure existing space and to photograph interior and exterior as a reference

**CONCEPT & DESIGN DEVELOPMENT:**

- Brainstorm with project team to develop ideas and determine an overall concept/theme and review with project leaders for comment
- Assist in developing elevations and perspectives to show colour and space
- Assist in developing plans for: reflected ceiling, floor, fixtures, furniture, finishes
- Assist with the development of material, finish, colour scheme
- Assist with the packaging of concept and presentation boards

**WORKING DRAWINGS:**

- Assist in the development of working drawings
- Understand architectural and furniture detailing
- Understands the importance of design documentation and why elements are critical to the drawing set

- Development of: demolition, construction, RCP, flooring, fixtures, furniture, finishes, power and communication and elevations

## II BY IV DESIGN

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### VALUES & CORE LEADERSHIP SKILLS & BEHAVIOURS

- Work collaboratively with the II BY IV DESIGN team to live the company values (Creativity, Passion, Balance, Integrity & Excellence) in a manner that generates excitement, enthusiasm, alignment and commitment to action consistent with the external brand identity
- Offer feedback that supports the growth and development of team members
- Share insights and learning
- Consistently operates as a role model for appropriate and professional behaviour
- Take on challenging conversations as required
- Highly inclusive and welcoming, taking on actions that support and help develop the culture
- Foster a culture that promotes ethical practices, passion and encourages individual integrity, accountability and responsibility
- Maintain a clean and organized work environment

### QUALIFICATIONS

#### BASIC QUALIFICATIONS:

- Bachelor of Interior Design from a recognized University or College
- Related work experience in an Interior Design or Architectural environment and awareness of design industry and business practices
- Proficient in AutoCAD, Photoshop, InDesign, SketchUp and MS Office Suite
- Knowledge of Revit is an asset
- Knowledge of Ontario Building Code regulations is an asset

#### PREFERRED:

- Member of ARIDO – Association of Registered Interior Designers of Ontario

### CONFIDENTIALITY:

Both during employment and after, employees of the firm will not disclose confidential and proprietary information learned during the course of their employment, unless disclosure is required by law. Please refer to the Employment Contract and the Employee Toolkit for further clarification.