

# PHILPOTTS INTERIORS

## INTERIOR ARCHITECTURAL DESIGNER

Philpotts Interiors is a Hawaii based interior design firm with an exciting portfolio of projects ranging from high end residential, hospitality, commercial/office to healthcare facilities. We are seeking an experienced Interior Architectural Designer.

The responsibilities of this position include, but are not limited to:

- Providing technical leadership during project delivery
- Knowledge of local building codes and the permitting process
- Ability to work with multiple project teams and on multiple projects at the same time
- Experience in the preparation of construction documents for both new and renovation projects
- Ability to coordinate related architectural disciplines during project delivery.
- Knowledge and experience of project administration during construction phase
- Performing basic architectural calculations
- Preparing specifications, reports and related data tables
- Maintaining liaison with design and drafting groups
- Preparing, reviewing, and approving drawings as required
- Under the direction of the Supervising Architectural Designer, may independently perform advanced technical assignments of various complexities within approved schedules and budgets
- May coordinate technical and administrative activities with employees in other disciplines and other departments participating on an assigned project
- May assist in the training and evaluation of assigned architectural and design/drafting personnel

### Minimum Requirements

- Bachelor's degree in Architecture or related field
- 4+ years of related experience
- Proficient in Revit and CAD
- Experience in all phases of project delivery, from schematic design through construction documents
- Ability to work in a fast-paced work environment
- Excellent teamwork and organizational skills

### Preferred Qualifications

- 5+ years of relevant experience