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[coel.uk.com](http://coel.uk.com)

### Senior Interior Designer Job Description

Senior Interior Designer to join COEL's Design team, to assist Interior Designers with current and new projects. Preferred background in Commercial Interior Design and Fit-out.

|                   |  |
|-------------------|--|
| Salary:           | Competitive                                |
| Interview period: | December                                   |
| Start date:       | Asap                                       |
| Holiday:          | 25 Days holiday + bank holidays (pro rata) |
| Hours:            | 8:00 – 17:00 with 1-hour lunch             |

We require someone with proven experience in Interior Design within the commercial Design & Build / Construction / Fit-out industry. The ability to deconstruct a brief to create conceptual look and feel designs, hand drawn sketches, and develop design schemes within a team environment.

The Candidate will work closely with clients and project teams in order to develop the design to ensure function in accordance to current regulations and standards. Flexibility and client liaison are key, therefore perfected presentation skills are a must.

The candidate will require commercial product awareness, the ability to understand interior spaces and building constraints. To understand and interpret client requirements and work within advised project budgets and timescales.

Proficient in AutoCAD and an awareness of Autodesk Revit software to develop design drawing packages, and conceptual / technical awareness for decorative joinery items. Proficiency in Revit will be advantageous.

Comfortable with fast pace workflows, sticking to deadlines and providing updates or changes to plans last minute. Working on multiple projects at once.

#### Roles and responsibilities:

- Reporting to the Head of the Design
- Managing workload and workflow
- Working closely with the project team
- Liaising with clients and attending client meetings and pitches
- Hand-drawn sketches – plans, elevations and 3D illustrations
- Selecting FF&E and creating schedules for proposed design packages
- Technical detailing for bespoke joinery items – awareness on construction

- Ensure drawings are compliant with industry and health and safety standards and protocols
- Awareness on costs and apply knowledge of materials and engineering principles to check feasibility of manufacture and construction of the product
- Conduct site visits and surveys when required
- maintain accurate records

You'll need to have:

- ability to create and read technical drawings
- IT skills and proficient in AutoCAD and awareness of Autodesk Revit software to create technical drawing packages
- the ability to output data into schedules and room data sheets
- attention to detail to create accurate and detailed drawings and check other colleagues' work for accuracy and quality
- communication skills and relationship building to work with clients and other engineers and architects to understand and interpret their designs
- team work - essential to be able to work in a team as you'll be liaising with other CAD technicians and draughtspersons on projects
- organisation and time management to complete work to project deadlines
- a flexible approach to decision making, to make changes to drawings at short notice
- mathematical skills to complete calculations and estimates
- spatial and design skills to be able to visualise projects in 2D and 3D
- problem solving, creativity and innovation in order to come up with solutions to design problems
- knowledge of Building Regulations and health and safety requirements in order to design in line with industry standards.

Software:

- Autodesk – AutoCAD 2019/20
- Autodesk – Revit 2019/20
- Adobe Suite – Photoshop, Illustrator and Indesign

COEL Design are currently working on AutoCAD 2019/20 edition and will be transferring over to using Revit by January 2020.

Kind regards,

Katie (Kelsey) Bowes  
Head of Design | Senior Interior Designer

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