

ALDER & TWEED
DESIGN CO.

SENIOR DESIGNER

Partial Remote/Flexible Schedule

Competitive Salary & Commission Opportunities

Paid Health Insurance

Generous Paid Personal Leave

401k + Employer Match

Professional Development Opportunities

Internal Advancement Opportunities

Team Social Events

Job Description:

As a family-owned business with over 40 years of experience, our design firm aims to provide our clients a one-of-a kind design experience from concept to completion. Our team works on some of the most creative and beautiful projects, from a New York City Penthouse, to a secluded Mountain Retreat, and even as far as a Costa Rica Beach Villa. Our projects have been featured in Forbes, Elle Decor, and Mountain Living.

Alder & Tweed is a creative and collaborative luxury interior design firm and is currently looking to add a Senior Designer to the Big Sky, Montana team. Our Senior Design leads work closely with our clients to design their unique vision with their design team.

- 4+ Years of Interior Design related experience, including demonstrated success as the lead designer on a number of projects.
- Responsible for delivering exceptional design, leading each project from concept design through to execution.
- Senior Designer leads and participates in all areas of the design process.
 - Strong knowledge of design principles
 - Learns & understands Alder & Tweed process to guide client and design team through each project.
 - Strives to lead with solutions and encourages collaboration.

Responsibilities:

Responsibilities include but not limited to:

- Creates and develops design per client needs and vision.
- Leads project conceptual design.
- Leads & oversees all client meetings: initial kick off, finish selection meetings, furnishing presentations etc. meetings, furnishing presentations etc.

careers@alderandtweed.com

- Meets with clients and project partners as necessary (jobsites, office, etc)
- Main line of communication with client and relevant parties.
- Responsible for project execution and individual design team.
- Oversees design team to ensure:
 - Regular client communication
 - Project timelines are met
 - Reviewing project status regularly
 - Weekly coordinated action items
 - Furnishings ordered on time
 - Install dates planned, executed, and punch list executed
 - Project budgets are followed
 - Reviews project invoicing and orders
 - Ensures project payments have been received with client approval and within timeline
 - Client design Vision is met
 - Custom items are reviewed and approved
 - Project design intent is followed with accuracy
- Leads & mentors design team to promote internal growth
- Contributes and participates in office activities, initiatives and learning programs
- Contributes and participates in firm marketing, industry events and project interviews
- Collaborates with design talent across the firm
- Ability to manage multiple projects at one time
- 40 hour weekly requirement

Qualifications:

- Accredited professional degree in Interior Design, Architecture or related field preferred
- Knowledge and proficiency of AutoCAD is required
- Revit, Photoshop, Illustrator, Sketchup, InDesign and 3D modeling software preferred
- Proficiency in Google suite recommended but not required
- Professional clear and concise communicator- verbal and written
- Detail oriented, problem solver, and innovative thinker
- Motivated self- starter, team contributor, and relationship builder
- Knowledge of construction, materials, and building codes
- Strong presentation skills, organizations skills, and the ability to work on multiple projects at the same time.
- Strong graphic and visualization skills to communicate design ideas

Job Type: Full-time

Salary (depending on experience) + Commissions