



**REGISTERED
INTERIOR
DESIGNER®**
COLLECTIVE MARK

PFEIFFER DESIGN
Interior Architecture & Design

Role: Junior Interior Designer

Pfeiffer Design is a small but well-established design studio specialising in high-end residential interior architecture and design projects across Sussex, Surrey, Kent and London. We pride ourselves not only on our design creativity but also our technical offerings, providing a comprehensive solution for all shapes and sizes of project. With a client-orientated design process, we focus on bringing to life their unique vision, creating thoughtfully considered and highly personalised interior design.

We are looking for a highly creative and skilled Junior Interior Designer to join our dynamic team in our studio near Lewes and Newhaven in East Sussex. This is a unique opportunity for the right candidate to flourish within the company.

Job Summary:

Reporting to the Senior Interior Design team, as well as Directors and Management Team, support the implementation of multiple interior architecture and ff&e projects.

Responsibilities:

- Support on a wide range of design projects, helping manage clients effectively and proactively from initial brief through to completion, and reporting to the senior design team or project lead as required.
- Aid in the research, development, design and compilation of presentations for clients, alongside comprehensive sample and fabric schemes, from initial concept through to final ff&e.
- Maintain and develop relationships with new and existing clients.
- Aid in delivery of presentations to clients showing professionalism, confidence and enthusiasm.
- Alongside the project lead, attend site, or other meetings, with clients, suppliers or members of the project's professional team and aid in site inspections and surveying.
- Provide support to the senior and mid-weight design teams.
- Maintain and develop existing relationships with suppliers.
- Engage and build relationships with new suppliers.
- Identify potential new business or opportunities within your projects, and have a desire to develop the company's offering as well as your own role.
- Keep up to date with new developments and trends in the interiors industry, both for aesthetics and functionality.

Technical responsibilities, taking direction and with support from the senior design team or project lead:

- Produce detailed technical drawings, plans and elevations on Cad for interior architecture packages.
- Prepare schedules, specifications and drawings for tender to suppliers.
- Source and procure ff&e, soft furnishings and accessories.
- Prepare and manage comprehensive ff&e schedules.
- Coordinate supplier deliveries and manage project installations.
- Produce project schedules and adhere to deadlines and time allowances.

PFEIFFER DESIGN LTD. CHAPEL BARN, LEWES ROAD, PIDDINGHOE, EAST SUSSEX, BN9 9AL
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REGISTERED OFFICE: MARIA HOUSE, 35 MILLERS ROAD BN15 5NP REG IN ENGLAND No. 06376799 VAT No. 188 4168 66



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Candidate Attributes:

- A highly creative individual with a passion for interior design and keeping up with innovation in the industry.
- Someone enthusiastic, confident and proactive, who is able to hold their own with our team, clients and suppliers, as well as the wider professional team (architects, M&E, etc.).
- Someone well-presented, personable and punctual who can confidently represent the company.
- Someone who fosters an atmosphere of collaboration and contributes to a positive working environment.
- Someone highly motivated who is able to manage their time and projects efficiently.
- Someone who is keen to take on responsibility, undertaking a wide range of tasks to ensure a seamless delivery of all Pfeiffer Design endeavours.
- Someone who displays both good communication skills and a receptive approach when receiving guidance and instruction from the senior and mid-weight designers.
- A loyal, trustworthy individual looking to grow themselves within the role, and someone who is open to receiving feedback to achieve that.
- The role is Studio based. A UK Driving Licence and willingness to commute into the office daily is essential.

Skills and Preferable Experience:

- A minimum of 2 years experience with majority in residential projects or relevant industry.
- Possess a relevant interior design degree or qualification. Degree in interior architecture is preferable.
- Proficiency in AutoCAD, Photoshop, SketchUp, Microsoft Office, EstiMac and Apple Mac.
- Some understanding of drawing issue procedure, the design process and significance of well organised files.
- Knowledge of luxury residential interior architecture and design and high-end suppliers.
- Knowledge of bespoke furniture and joinery design. Experience in lighting design advantageous.
- Ff&e experience across a broad spectrum of price points.
- Excellent client and supplier relationship skills.
- Some knowledge and experience working with main contractors, architects, M&E and SE teams.
- Some knowledge of tender process.
- Willingness to use time keeping software on a daily basis.
- Excellent time management and organisational skills.
- Excellent communication skills and a receptive outlook to instruction.
- 3D modelling skills advantageous, though not essential.

Role Requirements:

- UK Driving Licence and mode of transport accessible on a daily basis.
- A dynamic Portfolio - with technical and creative work focusing on residential design.
- CV & Cover Letter.

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