



## Interior Designer

Cleveland, OH | Erie, PA | Miami, FL | Pittsburgh, PA

### Summary

Bostwick Design Partnership is seeking a full-time interior designer with 3+ years of experience to join our team in any of our offices listed below. The successful candidate will support all design phases, from programming and schematic design through construction administration, with opportunities to work on a diversity of project types. This position includes all aspects of the project in a work environment where design excellence is achieved through team collaboration.

### Responsibilities

- Develop spatial experiences using research and design exploration and convey the look and feel of interior environments within programmatic and technical requirements.
- Create interior design concepts including space planning, selecting, and specifying systems, and finishes in collaboration with multiple design teams.
- Create and manage interior design and detailing standards and quality control.
- Create and coordinate construction documents with a focus on interior elevations, custom millwork, floor and ceiling plans, furniture layouts, and interior details.
- Provide furniture design services, including planning, selecting, and specifying, preparing bid documents for procurement, managing the bidding process, and providing installation oversight.
- Create and participate in client presentations.
- Participate in business development, including project interviews.
- Maintain relationships with manufacturer's representatives and maintain design library.
- Assist in Contract Administration to coordinate documentation required by owners, construction managers and contractors.
- Business hours are Monday – Friday, 8:30 AM – 5:30 PM, with the option of flex hours and workplace flexibility.

### Qualifications

- Bachelor or Master's degree in Interior Design required
- NCIDQ Certification, or demonstrated eligibility and progress toward NCIDQ experience requirements
- Proficiency in Revit strongly preferred
- Experience with Adobe Creative Suite preferred
- Microsoft Office Suite experience a plus

### Compensation and Benefits

This position offers a competitive salary and discretionary, performance-based bonuses. Benefits include, but are not limited to, health, dental, and vision insurance, 401K, profit sharing contributions, and paid time off.

### Company Overview

Bostwick Design Partnership is a full-service architectural and interior design firm with offices in Cleveland, OH; Erie, PA; Pittsburgh, PA and Miami, FL.

Staff are driven by the principles of Design, Experience and Partnership.

- We choose to make a meaningful and positive impact in our world through the act of design.
- We shape architecture for its power to form the human experience.
- We design for others and are fulfilled by creating partnerships with our teams and clients.

Learn more about us at [www.bostwickdesign.com](http://www.bostwickdesign.com).

Interested candidates should submit a resume and portfolio to Julie Campbell at [campbellj@bostwickdesign.com](mailto:campbellj@bostwickdesign.com).