

NICOLE ARNOLD

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INTERIORS

JOB DESCRIPTION: Interior Designer/ Intermediate to Senior Level

Nicole Arnold Interiors is seeking an intermediate to senior level to join our award-winning firm. We specialize in mid to high-end residential and commercial office projects and are well-known in the Dallas metroplex for our unique design aesthetic and unmatched client experience. Our dynamic company is growing and we are expanding our team to add an experienced interior designer. Are you inspired by designing amazing spaces, do you enjoy a balance of autonomy and team involvement, eager to “wow” our clients and like to have fun?

Our Culture...

- Customer Oriented – Results-focused, with an exceptional service level evidenced by our high volume of repeat business
- Design Oriented – Leader in the Dallas market in design quality and business skills
- Dynamic & Stable – Competitive and growth-oriented, with strong processes in place to ensure success
- Team oriented – Collaborative, innovative and fun
- Staff Growth- Educational and hands-on opportunities for career advancement

An average week includes...

- Collaborating with the team on residential and commercial office projects from conception through to installation
- Creating, sourcing and managing the design process from concept to install
- Preparing the budget and professional presentation
- Presenting design concepts to clients for buy-in and approval
- Communicating with clients and managing with vendors throughout the project

Special Opportunities...

- Attend industry conferences and markets to access new products and trends, meet top vendors and enhance your career
- Monthly one-on-one time with manufacturers' representatives for optimal product knowledge

Who's a Fit for Us...

You are energetic, creative, and eager to bring your creative design ideas to life. You have a broad knowledge of industry vendors and product lines to bring our clients innovative, functional designs on time and on budget. You have a proven record of well-respected customer & workplace relationships and the ability to work nimbly in a fast-paced environment. You enjoy working both independently as well as collaboratively within a small team to complete your work.

Managing multiple projects at the same time comes naturally to you. You are creative in problem-solving, have exceptional communication skills and prove organized in time/project management in order to meet deadlines. You have a sophisticated sense of style, positive attitude, and commitment to teamwork.

RESPONSIBILITIES:

- Sourcing & designing for assigned projects
- Attending initial consultation meetings or installations w/Principal (measuring space, note taking, developing budgets, etc.)
- Space Planning (CAD or other drawings)
- Managing FF&E
- Preparing Presentations (layout on boards, digital layout, samples, etc)
- Pricing custom products
- Initiating proposals via Studio Designer
- Leading independent meetings w/clients on behalf of Principal
- Participating in installations at project sites

KNOWLEDGE, SKILLS & ABILITIES (Things we really like!):

- Excellent communication skills: verbal and written
- Exceptional organizational and time-management skills
- Results-driven to complete projects on time or ahead of schedule
- Accurate mathematical ability
- Notable customer service skills recognizing what's important to the luxury client
- Innovative thinker
- Microsoft Office proficient (PowerPoint, Excel, and Word)
- CAD proficient
- Experience with Asana or similar project management software
- Social media adept for regular posting of work
- Studio Designer and Photoshop experience are pluses

Job Type: Full-time or Contract, In-Person

Job Location: Carrollton/Addison, TX area

Required education: Bachelor's degree preferred

Required Experience: 5 years Interior Design and Furniture Sourcing at a residential interior design firm or furnishing showroom

Salary: \$70,000 per year.

Salary is commensurate with experience, plus exceptional perks and benefits package, including 401(k), employee discounts, flexible schedule, PTO, professional development assistance, bonuses and referral commissions.

Application Deadline: 1/30/24