

Belong to a growing team of talented professionals!

Are you super organized, are thrilled by fast paced work, and like a position where you can take the reins and dictate your work day? Are you fun? Do you like working in an atmosphere where creativity rules? Do

you want to know that your services are appreciated every day? Then you may want to apply to the fastest growing Interior Design firm in South Jersey. We are growing and have just moved into our new space which can accommodate more talented people on our staff. Our brand new offices have high traffic visibility hosting over 5000 potential customers/month.

The McMullin Design Group is interviewing for the following full-time position:

ENTRY LEVEL INTERIOR DESIGN ASSOCIATE

The ideal candidate should possess the following qualifications and skills:

- ◆ Bachelor's degree or equivalent in Architecture or Interior Design with internship experience in commercial and/or residential design practices.
- ◆ Proficiency in Microsoft Office, Autocad, Quickbooks– bonus for 3D rendering skills
- ◆ Primarily AutoCAD support on projects which include completing Interior Design Packages: floor plans, furniture plans, finish plans, reflected ceiling plans, interior elevations, interior details, millwork details, ceiling details etc,
- ◆ Entry level knowledge of architectural interior design concepts, practices, construction documents, construction & millwork detailing a must. **Examples of detailing & drafting must be presented at interview– school work is acceptable.** Will only accept applicants with CAD drafting skills.
- ◆ Select and develop interior finishes and specifications packages. Confidently prepare color palettes and digital finish boards for client, entry level knowledge of interior materials, finishes and detailing, sourcing, bidding, pricing and cost analysis
- ◆ Ability to work as part of a team with effective verbal and written communication skills as well as organizational skills. Creativity, professionalism and enthusiasm to learn with a pro-active approach to the process of design.
- ◆ On-time delivery of work to employer as well as clientele, demonstration of reliability, productivity, and proactive nature. Ability to receive constructive criticism and digest and apply in a meaningful and impactful manner so to deliver high quality, consistent work to the office and to our clients.
- ◆ Valid Driver's license required



Now you may be thinking, "South Jersey.....but I live in PA"! No worries- Cherry Hill, NJ is a super easy commute, many of our employees do it every day. We are located just minutes from all bridges.



Benefits include:

- Simple IRA Match after one year*
- Disability insurance coverage*
- Summer flex schedule*
- Paid holidays*
- Over 1 month of PTO time with longevity*
- Tiered bonus systems that increases with longevity at MDG*

ESTD  2001

McMULLIN
DESIGN GROUP

**Send you cover letter and resume Subject Line: Purchase Coordinator Application
addressed to Maria- admin@mcmullindesign.com for consideration.**

Other personal attributes that are a must for the position:

- ◆ Accuracy and good attention to detail
- ◆ Excellent written and communication skills
- ◆ Proactive, "can-do" attitude. Egos left at the door!
- ◆ Enthusiastic, positive attitude with an ability to work unsupervised as well as in a team environment
- ◆ Dynamic and confident with the ability to hit the ground running
- ◆ Ability to communicate with people at all levels
- ◆ Effective organizational and time management skills with ability to prioritize and manage conflicting demands
- ◆ Excellent telephone manner and interpersonal skills
- ◆ Ability to perform under pressure and drive projects through to completion.
- ◆ Reliable transportation required
- ◆ A great sense of humor!



We are looking for a team player with experience and a lot of initiative. We are a service-oriented firm, so we value your great attitude and a can-do spirit.

Our clientele are very demanding and our team needs to be able to meet the demands of their requests.

Please don't apply for this position if you do not possess the education component of this description unless you have over 10 years' experience in the field.

No phone calls please.

Bonus points if you read this all the way through and include ten major "interior design" furniture lines to your cover letter.



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