



DATE: April 2022

PEDCOR DESIGN GROUP, LLC

JOB DESCRIPTION • INTERIOR DESIGNER • CARMEL, INDIANA

Become an engaged contributor to the shared vision for the City of Carmel.

Pedcor Design Group is seeking a candidate for an entry to mid-level Interior Designer position, who has related work experience in the commercial sector and with preferred experience in one or more of the following areas: corporate office; multi-family mid-rise residential; retail; mercantile; restaurant; mixed-use; public spaces; and hospitality. The candidate should have a working experience in 3D modeling, CAD drawing production and construction detailing in interior design.

ABOUT PEDCOR DESIGN GROUP:

Pedcor Design Group (PDG) is a full service architectural and interior design firm that embraces an extensive three-dimensional design modeling paradigm, in a highly collaborative BIM model sharing environment.

But we are not just design and document producers. Each staff member of PDG has unique opportunities to be directly involved in the day-to-day construction activities and to see, touch and feel their work come to life. Our mission is challenging and exhilarating, and offers a comprehensive hands-on experience for all staff members.

Because we own and manage all that we design and build, our staff is intimately involved with intense design and problem solving from the day of conception, through the daily progress and pitfalls of construction, and then through the sales and marketing efforts with tenants and their custom build-outs, and finally, a long-termed relationship with our property management Division for support and to always search for best practice methods of giving our buildings longevity, timelessness and future marketability.

Founded in 2004, Pedcor Design Group is the Architectural & Interiors Division of PEDCOR COMPANIES a diversified development company who has single-handedly changed the face of an entire community with its nationally-recognized expertise in public-private collaboration and close attention to design. Pedcor's many branches offer finance, banking, construction management, property development and property management, in addition to architecture and interior design. Our position is solid and our future is bright. Take a moment to explore Pedcor's website below and see for yourself what happens when creativity matched with motivated people:

www.pedcorcompanies.com

HOW PDG DIFFERS FROM TRADITIONAL ARCHITECTURAL FIRMS:

- A committed, firm-wide, collaborative BIM modeling environment
- A daily relationship with clients, tenants, building occupants, residents.
- Daily monitoring, observation and reporting of construction progress
- A constructive and collaborative relationship with contractors, craftsmen and vendors
- Complete integration of architectural design with interior design
- All projects are within walking and observation distance from PDG's office
- Flexible and balanced work-life environment and task assignment diversity
- Unique professional opportunities

JOB RESPONSIBILITIES:

- Design and develop commercial and residential projects to include programming space needs, producing space plans, selecting products and finishes, developing the design, producing computer renderings and finish boards, implementing applicable building codes, producing construction documents, and observing construction.
- Project management of commercial and residential projects including conducting project meetings, maintaining project paperwork, and monitoring progress of the projects.
- Review and monitor the construction budget of projects.
- Create leasing support material to include square footage calculations, leasing plans, and lease exhibit documents.
- Assist in maintaining the interior finish library and product manuals.

QUALIFICATIONS:

- An Interior Design/Architecture degree from an accredited program
- Working toward NCIDQ/RID qualifications preferred but not required
- Proficiency in interiors drawing preparation, organization and layer standards
- Communication & presentation skills, meeting with tenants, contractors, vendors
- Proficiency in English language communication (written and verbal)

DESIRABLE PAST EXPERIENCE:

- Corporate office, mixed-use, public spaces, residential or hospitality design experience
- Interior tenant improvement experience in office, retail, and restaurant design
- Ability to handle multiple projects at the same time and establish appropriate priorities
- Interior construction field observation experience
- Interior design cost estimating experience

DESIRABLE TECHNICAL SKILLS:

- ArchiCAD (our primary CAD platform)
- AutoCAD
- Revit
- MS Suite
- Adobe Creative Suite

COMPENSATION/ BENEFITS:

- Compensation is determined based upon skills, experience and proven performance
- Full time position benefits include:
 - Medical/Dental/Vision/Disability and Life Insurance options
 - Health Savings Account; Flexible Spending Account
 - 401k plan
 - Paid holidays; paid vacation
 - Various supplemental benefits

APPLYING:

Candidates may email their cover letter with salary requirements, examples of work and resume to Yolonda Bush-Johnson ybj@pedcor.net PDG is an EEO employer.