

JOB DESCRIPTION: SENIOR FF&E DESIGNER

WHO ARE WE LOOKING FOR?

You will have a modern approach with a passion for working in the high-end sector and delivering luxury design.

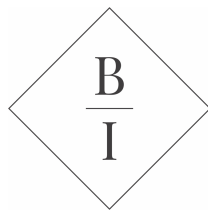
You will be a creative Senior FF&E designer with a solid background in our sector specific areas. The preferred candidate will have proven experience in all aspects of residential and commercial design. You will have worked from concept to completion in accordance with the clients brief with the proven ability to work independently and be confident collaborating with design and architectural teams and working in a client-facing role.

You will have experience and an understanding of managing project budgets and timelines, including the FF&E procurement process.

KEY RESPONSIBILITIES & DUTIES

Working alongside the design team, we are looking for a strong candidate to assist the project lead and director to develop the FF&E direction for the overall project and manage all elements allocated to them, including the designing and sourcing FF&E from concept through to finished details. Key responsibilities will include:

- Taking the lead on specific projects with overall responsibility for FF&E direction - designing and sourcing FF&E from concept through to finished details
- A strong understanding of the clients' objectives and the needs of the end-user, developing design concepts in consultation with the client and helping to establish final briefs
- Confident ability to run projects from initial concept to delivery on site, collaborating with all internal and external teams
- Produce floor/furniture plan layouts and elevations & render plans/elevations/visuals
- Knowledge of EstiMac & ability to create full schedules for all FF&E items
- Liaising with design and purchasing teams to ensure FF&E is in line with client expectations and within budget parameters
- Compile presentation packages for clients including design presentations, mood boards and sample boards ensuring consistency in the agreed format for the company, delegating to junior members of the team as necessary
- Take a lead role in design presentations including running meetings and presentations without the assistance of a director/associate where necessary and dealing directly with clients as the first point of contact
- Sourcing and specifying of all FF&E, materials and products within the detail design packages according to set budgets and delegating to junior members of the team as necessary
- Attend site visits/DTM's and take a lead in the process of reviewing the project and delegate tasks appropriately internally and externally
- Attend and coordinate interior fit outs throughout the UK with the installation of FF&E alongside contractors and management team
- Take a lead role in the establishment and maintenance of BI design and FFE standards
- Understanding of BI suppliers - building relationships with existing suppliers and sourcing new suppliers - organising CPD days where appropriate
- Reporting progress and providing project updates to the directors on all projects being worked on
- Exceptional time management to ensure all client deadlines are met and design work is not compromised
- Liaising and working collaboratively with contractors, suppliers, contractors, and project managers
- Input on the interior library and database including researching/sourcing/enquiring of new products
- Involvement in implementing core procedures with lead/associate designers to drive efficiencies
- Checking information/drawing packs and schedules for issue from designers
- Sending possible leads to for new clients to directors for review



SKILLS & ABILITIES

- Design talent with BA Interior Design/fashion or equivalent
- The ability to source loose furniture, lamps, tables & consoles with Artwork and Accessories specific to projects in both residential and commercial settings
- Experience of specifying suitable fabrics, including drapery, upholstery, cushions and trims.
- Artwork specification and/or curating with framing experience would be advantageous.
- Experience working in EstiMac would be an advantage
- Passion for detail within FFE and Accessories is essential, and bringing interior to life with the team
- Bespoke detailing and furniture design advantageous
- Experience or ability to manage installs for both residential and commercial projects
- Proficiency in Microsoft Word, Excel, Outlook, AutoCAD, InDesign, and Photoshop
- Presentation skills - both compiling and presenting in client meetings
- Ability to employ creative and innovative thought processes
- Exceptional attention to detail with accuracy in all work produced
- Strong planning and organisational skills with the ability to handle more than one project simultaneously and meet deadlines consistently
- Strong communication skills - both written and verbal with the ability to communicate at all levels within a variety of settings including corporate and construction environments - i.e., with contractors and clients
- Experience in FF&E procurement, including sourcing, supplier management and a good knowledge of materials, finishes and bespoke fabrication in both commercial and residential projects
- Strong understanding of the design process from brief to site with experience on site over several projects - both commercial and residential
- Ability to take responsibility for projects/issues that arise
- Delegate effectively, clearly and empower the design team/ junior designers
- Understand contractual terms, design process and RIBA/BIID stages

LIFE AT BERNARD INTERIORS

We recognise that without our talented team, we wouldn't be the successful studio we are today.

Our team is built on our core values with individual skills and expertise layered together to deliver impeccable attention to detail.

- Personal – We are a dedicated team of like-minded individuals with a 'can do' approach
- Polished – Everything we do is tailored to the vision of our clients with impeccable attention to detail.
- Passionate – We are passionate about design and passionate about delivery.
- Professional – Building strong relationships with everyone we work with is key to delivering truly exceptional design.

Your application will always be treated with the strictest confidence – please send your cv and portfolio to careers@bernardinteriors.co.uk