

Job Description: Interior Designer



Laliberte Interiors is a boutique interior design firm located in Northern NJ specializing in modern interior design with an elegant, sophisticated vibe.

We enjoy a creative, collaborative, easygoing environment in our office and looking to add a talented and experienced Interior Designer to our team.

If you have 7-12 years of experience working in a high-end residential interior design firm managing complex new construction and remodeling projects from start to finish, and your style aligns with Laliberte Interiors' signature look, please send us at [hr@laliberteinteriors.com](mailto:hr@laliberteinteriors.com) your CV and portfolio with at least 3 completed projects.

This is a full-time W2 position with paid time off.

Duties:

- Measure and document spaces
- Create furniture, lighting, and electrical layouts
- Select furniture, fixtures, materials, and accessories for high-end residential projects
- Prepare Design Presentation materials: schematic drawings, schedules, material boards, and samples
- Produce detailed interior elevations, custom millwork, and construction drawings for high-end renovations and new construction projects
- Weekly email communication with clients
- Communication with vendors, contractors, trades, and suppliers (prepare or approve quote requests, worksheets, and estimates)
- Review and direct architectural drawing sets, fabrication shop drawings, and construction submittals to ensure design intent is achieved
- Participate in meetings with clients and contractors, and preparation of reports on the results of meetings.
- Job site visits to oversee the construction and installations.

Qualifications:

- You must have a degree in Interior Design or Interior Architecture
- Superior verbal and communication skills with accountability and follow-through
- Exceptional space planning skills and strong attention to detail are a must
- Passion for modern residential interior design, desire to design and implement amazing projects with a great team
- We would like to see at least 7+ years of work experience at an Interior Design and/or Architectural firm in the residential design industry
- Ability to work well in a collaborative team environment with little supervision
- Exceptional time management and organizational skill
- You have to be highly proficient in AutoCAD, or Revit, or Sketchup, and Photoshop

- Ability to design and source furniture, fixtures, and finishes, including custom designs for high-end residential projects
- You must be experienced in accurately preparing quote requests, worksheets, proposals, and estimates
- Studio Designer experience is a major plus
- Experience with project management software (Asana/Trello/Active Collab or similar) is a plus.

Work hours:

40 hours a week, Monday-Friday 9 am-6 pm (flexible start and finish time)

Compensation and benefits:

Salary: \$90k-\$110k a year

Paid time off: 10 vacation days, 5 sick days, and 7 holidays

Lunch in the office on Thursdays for all team members

Work from home on Fridays

Once a year: team trip to one of the international design exhibitions (High Point Market, NC / ISaloni Milano / Maison Objet, Paris)

Once a year: BBQ party for all team members and their families

Dog-friendly office - bring your puppy to work!

Office Location:

Hawthorne, NJ, 07452