



Design Assistant – Boulder | September 27, 2018

Mosaic Architects is a boutique architecture + interiors firm specializing in high-end residential projects and hospitality projects in the Boulder Area and in the US. We are looking to bring a motivated design assistant to our team.

If you are looking for a multi-faceted position and are willing to take on new responsibilities and want to enjoy the projects you are working on, we offer a supportive + dynamic work environment. We love our work and our projects demonstrate a high level of design quality in various styles. Job responsibilities will include: managing product library, ordering furniture, light fixtures, etc., selecting fabric and wall covering, and some office administration duties. You will be working directly with senior architects and designers.

More information about us and our projects can be found at:
www.mosaicarchitects.com

Requirements:

0- 2 years work experience in the field of interior design and/or architecture. Proficiency in Adobe Creative Suite is necessary. Proficiency with Revit is a plus. Exceptional attention to detail. Highly organized. Efficient work execution, self motivated and willingness to get tasks done. Great communication skills. Interested in working for a small size architecture and interior design firm. Contract workers are welcome to apply.

Education:

4-5 year degree in Interior Design or Architecture

Skills:

Product + material research, general marketing and graphic design, hand sketching, a design eye & miscellaneous office administrative tasks

We offer great benefits. Compensation based on your experience and ability.

If you meet our requirements please respond by emailing your resume with cover letter, work samples/a few drawings of projects you worked on. Make sure to put: "Mosaic Architects - CO Job 2018" in the subject line of your email and address your cover letter to Kelsey Julian. kjulian@mosaicarchitects.com. PDFs only or send a link to your online portfolio.

No phone calls or walk-ins please.