



***About Frank Ponterio Interior Design:***

*Founded in 1994, Frank Ponterio Interior Design is a nationally recognized high-end interiors firm working in both the residential and luxury hospitality segments of the market. The firm's "typical" projects range from new construction to renovation as well as product design. The majority of the firm's work is local but also has many projects in other states. We are seeking someone in our Chicago office (River North design district) who thrives in a fast-paced environment, enjoys working with a team and wants to grow with the company.*

**Job Description: Interior Architectural Designer**

**Duties/Responsibilities:**

- Responsible for producing architectural working drawings including all details for architectural interior projects. This includes millwork, tile, elevations, plans, sections and RCPs.
- Maintain / organize project files, schedules and specifications.
- Site visits and assisting in construction supervision.
- Site survey / measures of existing conditions and producing drawings of same.
- Work with the entire team, in office and with outside consultants.
- Proficient time management to facilitate working on multiple projects simultaneously.

**Requirements:**

- At least 5 years of experience.
- Organized, detail oriented, deadline driven, fast paced team player.
- Strong technical and practical CAD skills with an understanding of architectural conventions, including floor plans, elevations, sections, RCP, electrical and millwork.
- Experience and interest in traditional and modern detailing.
- Strong understanding of and proficiency in producing all schedules.
- Job site experience including working with architects, builders and landscape architects, measuring and producing as-built documents.
- 3D CAD and strong presentation graphics, both hand drawing and computer as well as Photoshop presentations.

**Interested applicants please forward resume to [info@frankponterio.com](mailto:info@frankponterio.com)**

**NO PHONE CALLS, PLEASE.**

**Qualified candidates will be contacted in mid-to-late July, 2016**