

Position: Intern Architect/Interior Designer

- Full time position
- Involvement in all phases of projects from Programming through Construction Administration
- Onsite documentation of existing conditions
- Prepare drawings and reports
- Assist Principals and PM with developing design options
- Research materials and products in accordance with project and budget requirements
- Prepare interior finish presentations for commercial and residential projects
- Meet and collaborate with product sales reps.
- Maintain interior finish sample and literature library
- Prepare 2d and 3d drawings for all project phases
- Assist PM with preparing project manuals and technical specifications
- Client interface

Required Education/Experience:

- Bachelor or Masters degree in Architecture from an NAAB accredited university or Bachelor or Masters degree in Interior Design
- 3-5 years of full time, post-degree, architectural firm experience

Required Skills:

- Proficiency with AutoCAD, REVIT, SketchUp, Microsoft Office, Adobe Creative Suite
- Experience with a variety of project types
- Experience with complex renovation, additions, and restoration projects
- Experience in creating drawings and reports that document the existing conditions of buildings and sites
- Excellent communication skills
- Knowledge of interior finish materials
- Experience in creating project manuals and technical specifications
- Self-motivated to work both independently and collaboratively in a team setting

Interested Applicants should submit their cover letter, resume, portfolio, and project experience via email to: Darryl G. Rogers, AIA, NCARB, LEED AP, drogers@rogerskrajnak.com.