

DESIGN WELL SPENT CO

2815 Elliott Avenue, Suite 100, Seattle, WA 98212

www.designwellspent.com

Intern, Interior Design Job Description

DWS Co Mission

To make the world a better place – one design at a time. We create spaces where people want to be – spaces where life happens, connections are made, and experiences are memorable. We want our clients to walk away feeling like their experience with us was time, money, and Design Well Spent.

A percentage of our profits will be donated to a charity doing great things for a community, cause, or the environment each year because we believe in using our gifts for good.

About DWS Co

DWS Co has been in business for the past three years with strong and steady growth in retail, hospitality, and multi-family residential design. Clients include some of the world's largest retailers and brands across the country with exciting projects lined up for the coming year! We offer competitive salary and benefits, work-from-home flexibility, and a fun, collaborative team culture. We support our teams' growth and development and want to make sure you get as much out of this experience as we get from having your talent on our team.

Job Description

DWS Co is looking for an **Intern** to join our growing design team. We are all about mentorship and supporting education, here at DWS Co, and we are so excited to finally launch our internship program this year!

We are looking for an ambitious, professional student who is in their Junior or Senior year in a college-level Interior Design Program. This position will be primarily responsible for helping us to manage our material library, scheduling vendor meetings, and supporting our design team with project tasks. The ideal candidate thrives in a fast-paced, ambiguous environment and brings a strong work ethic, attention-to-detail, and a positive attitude to the table every single day. Outstanding project management and communication skills are required.

Responsibilities

- Organizing and maintaining our material library.
- Scheduling vendor presentations, lunch & learns and/or CEUs for the design team.
- Keeping the studio and workspaces clean and organized.
- Shipping material samples and/or running related errands for the design team.
- Helping to organize team events and outings in the city.
- Supporting the design team on specific project-related design tasks such as renderings, ordering material samples, entering specification data into our systems, etc.
- Potentially (and depending on skillsets) creating content for our social media platforms such as graphics, video reels, etc.

Qualifications

- A Junior or Senior year-level student in a Bachelor's degree (BA/BS) in architecture or interior design program.
- Demonstrated abilities in 3D visualization and 2D drawings.
- Ability to effectively communicate design vision in visual, written, and verbal formats.
- Ability to work effectively in an extremely fast paced, ambiguous environment.
- Proactive, flexible, and positive attitude – self-starter and self-directed.
- Software Proficiencies: Revit, AutoCAD, SketchUp, Enscape, Adobe Suite, and Excel.