



Mid Weight Designer

Millie Turner Designs is looking for a Mid-weight Designer to join our growing team. The role is for an immediate start, however we will be willing to wait for any notice periods to finish for the right candidate.

We require the successful candidate to be proficient in SketchUp and Vectorworks. We understand a lot of studios work with AutoCAD, so open to candidates who are proficient in SketchUp and AutoCAD and we will provide Vectorworks training.

As MTD is a small studio, we are looking for someone who is willing to get stuck into anything and everything, we all share the same responsibilities there is no typical hierarchy within the studio. The role will predominantly require you to run smaller hybrid projects, complete designs and manage the client interaction with E-Designs, and assist Millie on the Full Service Projects.

The role is for the most part working from home, with 1-2 days a week working from Balham, South London. The ideal candidate would live in or near to London and able to travel around to our projects with ease. We also work on projects outside of London and occasional require the team to stay overnight nearby to the project on installs. Having a car would be useful for projects outside of London and for our regular trips to antique fairs, but this is not a requirement.

RESPONSIBILITIES:

- Develop design concepts and presentations
- Create detailed drawing elevations and floor plans
- Working closely with the team to produce technical drawings and specifications
- Produce detailed specifications for FF&E items and put together detailed design schedules
- Responsible for project deadlines for smaller Hybrid projects

ESSENTIAL SKILLS:

- 3 years + Experience in a small to mid size design studio
- Strong concept development skills
- The ability to produce clear and informative drawing plans and elevations in Sketchup, Vectorworks/AutoCAD
- Strong technical and creative skills in Photoshop

WHAT WE ARE LOOKING FOR:

- Someone who demonstrates, a passion for design and craftsmanship
- A confident, loyal, trustworthy and charming person who can hold their own with clients, project Architects, consultant teams, suppliers, contractors, and fabricators
- A team player with a proactive nature, and open to feedback



- Someone who exhibit's meticulous attention to detail and problem-solving skills, demonstrating tenacity in overcoming challenges
- A highly organised person with excellent time management skills, capable of working under pressure and meeting deadlines across multiple projects
- Someone who has experience being client facing, attending site visits and client meetings

TECHNICAL SKILLS:

- Experience with Google Slides, Sheets and Docs
- Experience in residential interior design
- Experience of SketchUp
- Experience in 3D rendering

ADDITIONAL INFORMATION:

- Salary dependent on experience
- 3 month probation period is required for the job to make sure that you are a good fit for us and vice versa
- Working hours are 9 am to 6 pm Monday to Friday
- 25 days annual leave
- Studio is closed over the Christmas week, no annual leave needed to be taken for this period.

Closing date for Applications 10th May 2024.

Please email your CV and Portfolio to Careers@millieturnerdesigns.com citing the job title in the subject line. Any applications going to other MTD emails may not be received or replied to.