

# APPARATUS

## POSITION MANDATE

Employee:	Functional Title: Associate Designer	
Department: DEVELOPMENT	Reports to: VP OF PRODUCT	Start/Revision Date:

APPARATUS is a New York-based design studio producing lighting, furniture and objects. We are a small company that thinks big. Our culture is progressive, values integrity, and fosters the creative process. We believe in rewarding a strong work ethic and loyalty, nurturing individual strengths, and developing talent within the company.

OVERVIEW: The successful Associate Designer will work closely with the Creative Director and the development team on the creation of interior spaces and products that fill them. These may include showrooms, residential spaces, exhibition spaces and booths, photo shoot sets, etc. The Associate Designer will contribute to the evolution of the studio by collaboratively developing concepts and independently following through to realize them. This individual is self-motivated, has experience working successfully in a collaborative environment, and can pivot between projects easily – as well as contribute to an ever-changing list of company priorities.

### RESPONSIBILITIES INCLUDE BUT ARE NOT LIMITED TO

- Working with Creative Director to implement vision
- Responsibility for multiple projects from start to finish, throughout all phases of design
- Responsibility for interiors drawing sets including furniture and lighting plans, elevations, millwork details
- Resourcing images and inspiration
- Creating thorough presentations at each stage of design
- Exploring form and proportion through digital and physical models
- Working collaboratively with other members of the development team on product development
- Developing accurate technical packages for communication with vendors
- Responding to vendor samples with notes and corrections as necessary
- Creating and updating master files so that they may be used to inform production and sales

### EXPERIENCE/SKILLS

- 5 years of experience in interior design, including an interior design degree
- Experience in high end residential design including a comprehensive understanding of industrial processes, materials and manufacturing techniques, as well as their limitations and possibilities
- Ability to work in a collaborative environment and effectively respond to feedback
- Strong aesthetic and presentation skills, and a keen eye for detail
- Effectiveness in time management
- Excellent verbal and written communication skills
- Excellent organization, self-motivation, and the ability to meet deadlines
- Ability to work independently on multiple projects simultaneously while managing competing priorities
- Critical thinking with the ability to foresee problems and suggest solutions
- Proven ability and excellence in using AutoCAD, SketchUp, Revit, KeyShot, Adobe Creative Suite and Microsoft Office. Solidworks experience a plus.
- Willingness to be a part of a small team and do whatever needs doing to accomplish company goals, even if outside of mandate