

# BERNARD INTERIORS

## JOB DESCRIPTION: CAD TECHNICIAN

We are currently recruiting for a CAD technician to join our award-winning interior design practice.

This is a unique opportunity for an individual with excellent AutoCAD skills to join an ambitious and growing Newcastle based team working on high-end projects throughout the UK and abroad. Operating from a beautiful converted church hall in Sandyford, this is an exciting opening to join a dynamic, friendly and talented team.

Bernard Interiors has been established since 2008 and has spent the last 14 years designing and delivering bespoke interiors for the high end residential and luxury retirement sectors. The practice is committed to creating inspiring, tailored and timeless interiors.

### Who are we looking for?

We are looking for somebody with 2-3 years experience working with or within an interior architectural / design studio. You will be highly proficient in AutoCAD with a passion for design and interior architecture. You must be confident collaborating with both internal and external design teams as well as being able to work on multiple projects simultaneously. You will be able to work to tight timescales and budgets with minimal supervision, working quickly and efficiently to produce accurate and precise drawings to a very high standard. Experience working in high-end residential and commercial sectors is preferable.

### KEY RESPONSIBILITIES:

- Working and collaborating with the in-house design team's project leaders
- Supporting in-house designers with interior and architectural detailing
- Working within a team environment with ability to lead junior designers through the building process
- Travelling to site to manage DTM's (design team meetings)
- Problem solving on site
- Produce and revise layouts, design and finishes drawings
- Prepare technical drawings for tender stage and construction
- Able to work at a fast pace with accuracy and precision
- Clear and concise communication skills

### EXPERIENCE:

- 2-3 years experience working with or in an interior architectural studio
- Highly proficient with AutoCAD with the ability to produce drawings to a very high standard
- On site management working with contractors, project managers, clients and consultants
- Contract administration
- Production of drawings for manufacture
- Production of tender packages including CAD drawings, schedules and detailed joinery
- Working collaboratively with design teams internally and externally
- Working in a fast-paced design studio running multiple projects simultaneously
- Able to demonstrate full awareness and knowledge of UK building regulations
- Submitting planning / building regs applications
- Sketch Up, Adobe Photoshop, Adobe InDesign, Microsoft Excel, Microsoft Word
- Working nationally
- Good understanding of manufacturing processes and construction methods
- High-end residential and commercial experience is preferable

Salary dependent on experience

Please send a covering letter, CV and sample portfolio to [careers@bernardinteriors.co.uk](mailto:careers@bernardinteriors.co.uk)