Interior Designer

Job Code 50029308

General Description
Responsible for enhancing the interiors of a space or a building, to achieve a healthier and more aesthetically pleasing environment.

Examples of Duties
Provide project leadership, communication, and conflict resolution.
Manage the planning, budget, and schedule of projects assigned.
Facilitate timely decisions.
Ensure project documents comply with project requirements.
Review and approve specification and vendor contracts, bid documents, invoices, etc.
Apply FPDC project control processes to track progress.
Assure compliance with Board of Regents Rules & Regulations Texas State University Policies.
Stay current in Codes and Regulations applicable to furnishing placement and design.
Act as primary liaison with campus administration, staff, facility user groups and operations.
Perform other duties as required.

Knowledge, Skills, and Abilities
Knowledge of: have furnishing project management and design services experience with large higher educational or state agency projects; may substitute closely related experience for required education on a year to year basis.

Skill in: reading and understanding architectural plans and details; be familiar with Auto CADD; communicating effectively; problem solving.

Ability to: have design skills appropriate to the position and services rendered.

Experience and Education
To qualify for this classification, an individual must possess any combination of experience and education that would likely produce the required knowledge, skills, and abilities.

Other Requirements