

INTERIOR DESIGNER I

Houston, Texas | Full-Time | Hybrid Work Schedule

POSITION OVERVIEW

We are a healthcare-focused architecture and interior design practice seeking an **Interior Designer I** (0-3 years of experience) to join our collaborative team in Houston. This position offers the opportunity to work alongside architects, interior designers, planners, and project managers on innovative healthcare projects that support patients, caregivers, and communities.

The Interior Designer I will assist architecture, interiors, and furniture design teams throughout all phases of project delivery, including front-end planning, programming, schematic design, design development, construction documentation, furniture planning, and construction administration.

We are seeking a motivated design professional who is passionate about creating meaningful environments, eager to learn through mentorship, and committed to delivering high-quality work within a collaborative team setting.

ESSENTIAL RESPONSIBILITIES

Design & Planning

- Assist with programming, pre-design activities, user needs assessments, and space planning.
- Support the development of conceptual design solutions that align with project goals, budgets, schedules, and client objectives.
- Prepare design presentations, finish palettes, material boards, renderings, and visual communication tools.
- Participate in client meetings, user group sessions, and interdisciplinary project discussions.
- Conduct research on healthcare design trends, evidence-based design strategies, materials, products, and furnishings.

Interior Design & Furniture Planning

- Assist with the selection and documentation of interior finishes, materials, furnishings, fixtures, and equipment (FF&E).
- Prepare finish plans, finish schedules, furniture plans, and interior design documentation.
- Support furniture specification, procurement coordination, and installation activities.
- Maintain finish and materials libraries and vendor resources.

- Participate in finish reviews, furniture evaluations, and mock-up activities.

Technical Production & Documentation

- Develop and revise project drawings, schedules, and models utilizing Revit and related software.
- Assist in the preparation of construction documents throughout all phases of design.
- Coordinate design information with architectural, engineering, and consultant teams.
- Participate in quality control reviews to help ensure accuracy, consistency, and completeness of project documentation.

Construction Administration

- Support project teams during bidding and construction phases.
 - Assist with review of RFIs, submittals, finish samples, shop drawings, and product substitutions.
 - Participate in construction site visits and field observations.
 - Document field conditions and assist with project coordination during construction.
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REQUIRED QUALIFICATIONS

- Bachelor's Degree in Interior Design, Interior Architecture, or a related discipline from an accredited program.
 - 0-3 years of professional interior design experience, including internship experience.
 - Proficiency in Revit.
 - Working knowledge of space planning, interior materials, furnishings, and construction documentation.
 - Strong verbal, written, graphic, and organizational communication skills.
 - Ability to work effectively in a collaborative, multidisciplinary team environment.
 - Ability to manage multiple assignments and deadlines while maintaining attention to detail.
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PREFERRED QUALIFICATIONS

- Experience or internship exposure to healthcare, institutional, commercial, or corporate projects.
- Familiarity with AutoCAD, SketchUp, Enscape, Bluebeam, Adobe Creative Suite, and Microsoft Office.

- Understanding of healthcare planning principles, accessibility requirements, life safety concepts, and applicable building codes.
 - Progress toward NCIDQ certification.
 - Membership in IIDA, ASID, or other professional organizations.
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KNOWLEDGE, SKILLS & ABILITIES

- Understanding of the design process from programming through construction administration.
 - Knowledge of interior materials, furnishings, finish applications, and detailing.
 - Ability to contribute creative and technically sound design solutions.
 - Strong problem-solving, research, and analytical skills.
 - Ability to communicate ideas effectively through verbal, graphic, and written means.
 - Commitment to accuracy, organization, and design excellence.
 - Interest in healthcare design and evidence-based design principles.
 - Willingness to learn and grow through mentorship and project experience.
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COMPENSATION & BENEFITS

We offer a competitive compensation and benefits package, including:

- Medical, dental, and vision insurance
- 401(k) retirement plan
- Paid time off and paid holidays
- Professional development and continuing education opportunities
- Professional organization and licensure support
- Hybrid in-office and remote work schedule
- Mentorship and career growth opportunities

Salary will be commensurate with experience, qualifications, professional credentials, and demonstrated capabilities.

OUR CULTURE

We believe exceptional projects result from strong relationships, continuous learning, and a commitment to excellence. Our team values **Quality, Teamwork, and Integrity** and is committed

to creating extraordinary outcomes through collaboration, mentorship, and professional growth. We foster an environment where emerging professionals can build rewarding careers while contributing to meaningful healthcare projects. [\[philowilke.com\]](#), [\[philowilke.com\]](#)

HOW TO APPLY

Qualified candidates should submit:

- Resume
- Portfolio (PDF format preferred)
- Cover Letter (optional)

Please include examples of academic, internship, and/or professional work demonstrating design, documentation, and graphic communication skills.

Email Inquiries to Jennifer Young, Partner, at: jyoung@philowilke.com

Equal Opportunity Employer

We are committed to creating a diverse and inclusive workplace and encourage qualified candidates from all backgrounds to apply.