



3211 Fiechtner Drive Ste. 1, Fargo, North Dakota 58103
701.365.4040 office • 701.365.4041 fax • www.DesignDirectionFargo.com

Design Direction is seeking a motivated individual with great communication skills to join our fun and goal-oriented team. The candidate must be driven to develop their own clientele in the interior design industry.

Design Direction is a growing retail showroom and design firm with a strong residential client base, along with an expanding commercial project market. The candidate will have an opportunity to work with clients throughout the scope of the project which includes: specifying and selling furniture, carpet, wood flooring, ceramic tile, window treatments, and wallcoverings; as well as selecting cabinets, finishes and furniture.

Job Description

Responsibilities

- Meet with clients to understand their needs
- Create pleasing design ideas and generate cabinet, fireplace, and furniture layouts
- Develop sketches
- AUTO CAD and /or Sketch Up designs preferred
- Specify finish materials
- Take job site measurements and/or blueprint take off to determine material quantities
- Create estimates, proposals, detailed installation work orders and schedule installations
- Place orders, specify lead time, track, receive and check in products
- Work closely with project manager and general contractor

Education and Experience

- College or Post-Secondary Diploma, Interior Design degree preferred
- 2 years minimum work experience in a closely related field preferred

Skills

- Excellent verbal and written communication skills
- Great attention to detail
- Time management skills: able to meet deadlines and multitask
- Solve problems effectively and creatively
- Proficient in Microsoft Excel, Word, Outlook, and Social Media/Marketing
- Work well under stress
- Work well in a team-oriented environment
- CAD and Sketch Up software experience preferred, not required
- Able to read and understand construction blueprints and documents
- Able to lift and carry 40 pounds

Employment Type

- Full-Time

Compensation and Benefits

- Commensurate with experience
- Medical, 401K, Paid vacation

Please send resume and references to Sylvia Lunski, sylvia@designdirectionfargo.com