

PUBLIC HOUSE

Design Manager- Maternity Cover Job Description

Department: Studio
Reporting to: Studio Director
Employment type: Fixed Term
Salary: £50,000 per Annum
Location: London
Start Date: 12/10/2026
Contact Email: Liyanah@publichousegroup.com

About us:

Public House is a collection of pubs in London & the Cotswolds. We take immense pride in our identity within the UK, nurturing our pubs to showcase the incredible produce grown and raised in our country.

We are proud of our British identity and believe pubs are essential community hubs of hospitality.

Our goal is to make them central to their communities by showcasing the fantastic local produce from our farmers. By working with them, we aim to create a mutually beneficial relationship between farming and hospitality.

We are committed to supporting British produce and encouraging the next generation to join the industry. By showing how it helps the environment and offers many different career paths, we hope to inspire more people to get involved.

A major shift is needed to preserve both the essence of pubs and the farming we value.

Job overview:

We are seeking an organised, detail-oriented, and proactive Design Manager to join our Design team. The Design Manager will be responsible for ensuring the visual upkeep of our venues are at its highest standard.

You will partner with the Studio Team and the Estate Manager and support the planning, execution, and completion of various construction, renovation, and operational projects.

This is a hands-on role where you will be involved in managing timelines, budgets, resources, and communications to ensure each venue meets quality standards and delivers on the PHG vision.

You will assist in project coordination, budgeting, contractor management, and ensuring all project milestones are met. A passion for hospitality, an eye for design, and a desire to grow in a fast-paced environment are essential for success in this role.

The ideal candidate will be highly efficient with a keen eye for detail, ideally have a background in design, building maintenance and hospitality, with the ability to work collaboratively with cross-functional teams, external contractors, and internal stakeholders.

Key Attributes:

Design-led • Detail-oriented • Quality-driven • Hands-on • Organised • Proactive

Design-led:

- Brings a strong eye for aesthetics and ensures all venues reflect PHG's design standards.
- Supports the Studio Team in maintaining visual identity and brand consistency across all spaces.

Detail-oriented:

- Pays close attention to all aspects of projects, from timelines to finishes.
- Ensures no detail is overlooked in venue upkeep, renovations, or operational projects.

Quality-driven:

- Maintains high standards across all venues, ensuring work meets PHG's excellence benchmarks.
- Conducts weekly walk-arounds at venues to monitor quality, compliance, and overall presentation.
- Proactively identifies issues and implements solutions to uphold the guest experience.

Hands-on:

- Actively engages with projects and venues, supporting teams on-site when needed.
- Assists in practical problem-solving and day-to-day project execution.
- Works closely with stakeholders, including the Estate Manager, Operations, and Studio teams, to ensure seamless project delivery.

Organised:

- Manages multiple projects simultaneously with clear documentation and timelines.
- Oversees procurement of OS&E (Operating Supplies & Equipment) to ensure all materials and resources are available on time.
- Keeps budgets, resources, and schedules on track, ensuring smooth project delivery.
- Coordinates effectively with cross-functional teams and contractors to meet project milestones.

Proactive:

- Anticipates challenges and acts to prevent them before they arise.
- Takes initiative to improve processes, optimise resources, and enhance venue standards, including forward-planning for procurement and operational needs.
- Builds strong collaborative relationships with stakeholders to drive project success.

Role & Responsibilities:

Building Upkeep & Quality Control:

- Conduct weekly walk-arounds to monitor venue condition, compliance, and design standards.
- Support the mentoring of venue teams to maintain consistency and high-quality presentation.
- Identify potential issues or risks and escalate appropriately.

Project Planning & Execution:

- Assist in planning, organising, and delivering multiple projects simultaneously, from concept to completion.
- Maintain project documentation including timelines, budgets, reports, and presentations. - Track milestones and ensure projects are completed on time, to budget, and to PHG's standards.

Budget & Resource Management:

- Monitor and manage project budgets to ensure cost efficiency. - Oversee procurement of OS&E, ensuring timely availability of materials, equipment, and resources.
- Optimise resource allocation to maintain operational efficiency.

Supplier & Contractor Liaison:

- Coordinate with contractors, vendors, and external partners to ensure work meets deadlines and quality standards.
- Schedule and facilitate project meetings and maintain clear records of communications, contracts, and invoices.

Stakeholder Collaboration:

- Work closely with the Estate Manager, Operations, and Studio teams to ensure smooth project delivery.
- Communicate project goals, updates, and issues effectively across internal and external stakeholders.

Proactive Problem-Solving:

- Anticipate challenges and take initiative to resolve issues before they arise.
- Suggest improvements to processes, workflows, and resource planning to enhance venue operations.
- Maintain flexibility to respond to evolving needs across venues and projects.

Please note that the above is only an outline of the main role and responsibilities and that there will be additional day to day duties expected to ensure the smooth and effective day to day running of the area.

Experience:

- Previous experience in design or project management preferred.
- Ideally have experience in hospitality or related field.
- Excellent verbal and written communication skills.
- Advanced knowledge of excel, with experience in creating spreadsheets, tracking projects and managing schedules.
- Familiarity with budget management, financial tracking, and pricing analysis.
- Exceptional organisational skills and high attention to detail.
- Must be able to manage multiple tasks simultaneously whilst maintaining attention to detail.
- Ability to work collaboratively with diverse teams.
- A strong willingness to learn and grow in project management, design, and construction practices.

Package & Benefits

- Salary £xxxx per annum
- 50% off food and drink for up to 4 people

- Access to our benefits platform with discounts on lifestyle, Shopping, food & drink + Many more.
- 24/7 employee support helplines, including online GP access, mental, physical and financial support
- Access to wage stream
- 33 days' holiday per year incl bank holidays
- Training opportunities
- Employee referral scheme