

Senior Interior Designer / Interior Architect

Company: Ottosam Designs

Location: Cobham, Surrey

Working pattern: 3 days per week

Employment: Permanent, part-time

Project locations: Surrey & London

Salary: £45,000 - £50,000 FTE, pro rata for 3 days per week, dependent on experience

About Ottosam Designs

Ottosam Designs is a growing high-end residential interior design studio based in Cobham, Surrey, working on substantial renovations and new-build homes across Surrey and London.

Our approach is timeless, curated and considered; combining traditional architectural detailing with contemporary design to create homes that feel both beautiful and highly liveable.

We're entering an exciting period of growth, with several significant new residential projects beginning, and we are looking for an experienced Senior Interior Designer / Interior Architect to become an important part of our small team.

This is an opportunity to play an important part in designing residential projects from early concept through to completion, while also having a genuine opportunity to influence how the studio develops as we grow.

The Person We're Looking For

We are looking for an experienced Senior Interior Designer or Interior Architect with a minimum of five years' professional studio experience and significant experience working on large-scale, high-end UK residential projects.

This is a broad design role with a strong technical focus. You'll work across all stages of our projects, so we're looking for someone who combines a strong design eye with excellent technical knowledge and understands how complex residential projects are documented, coordinated and successfully delivered.

Ideally, they will have a degree in Interior Architecture, although we are equally interested in experienced Interior Designers who can demonstrate the required level of technical expertise.

The Role

You'll have the opportunity to work across the full design process, from developing initial concepts and spatial planning through to detailed technical design, procurement and seeing projects realised on site.

- Producing comprehensive and highly accurate AutoCAD drawing packages including floor plans, furniture layouts, elevations and sections
- Detailed bespoke joinery design and technical packages for areas such as dressing rooms, wardrobes, media rooms, bootrooms and utility rooms
- Lighting, reflected ceiling and electrical layouts

- Kitchen and bathroom design and detailing
- FF&E, finishes, sanitaryware, ironmongery and material specification
- SketchUp modelling and design development
- Preparing high-quality client presentations and specification documents
- Coordinating with architects, structural engineers, contractors, consultants, suppliers and specialist trades
- Reviewing contractor, joinery and supplier drawings
- Attending site meetings and resolving design and technical queries during implementation
- Supporting schedules, procurement, approvals and project administration

An opportunity to help shape the studio

As Ottosam grows, we're continuing to develop and refine our internal systems and ways of working. We'd love our new team member to bring their own experience and ideas to this.

If you've worked within a well-established design studio and understand best practice around drawing standards, specifications, schedules, document control, project coordination and procurement, there will be a real opportunity to help shape how we work going forward.

We're also introducing new studio and project-management software, including Programa, and you'll play an important role in embedding these systems across our projects.

We want someone who enjoys taking ownership, sharing ideas and making a genuine contribution to the studio and who is excited by the opportunity to grow with us.

What we can offer

- A key role within a small, friendly and ambitious design studio
- The opportunity to work on substantial, design-led residential projects across Surrey and London
- A three-day working week, offering an interesting senior role alongside greater flexibility
- Exposure to the full project lifecycle, rather than being confined to one design stage
- Genuine responsibility and ownership of projects and design packages
- A chance to help shape the studio's systems, standards and future growth
- Regular exposure to specialist makers, craftspeople, suppliers and the wider design industry
- A collaborative working environment where creativity, technical excellence and attention to detail are equally valued
- Scope for the role to evolve as the studio continues to grow

Essential Experience

Candidates should ideally demonstrate:

- Minimum 5 years' experience within a professional interior design/interior architecture studio
- Strong experience of large-scale, high-end residential projects in the UK

- Excellent AutoCAD skills, strong SketchUp capability (or equivalent), Adobe and Photoshop skills, and skills across the Microsoft 365 suite.
- Excellent technical drawing and detailing skills
- Experience producing comprehensive bespoke joinery packages
- Strong understanding of residential construction and buildability
- Experience producing and coordinating lighting and electrical layouts
- Experience coordinating with architects, consultants, contractors and specialist trades
- Good FF&E, finishes and materials knowledge
- Excellent organisational, communication and project management skills
- Confidence managing several workstreams simultaneously
- High attention to detail and a proactive, positive and collaborative approach

Preferred

- Degree in Interior Architecture, Interior Design or related discipline
- Experience within a respected high-end London/Surrey residential studio
- Experience working on substantial whole-house renovations and/or new-build residential projects
- Experience with studio management/specification software, ideally Programa or similar
- Comfortable attending and contributing confidently to client, consultant and site meetings

Working Schedule

The role is three days per week and predominantly based in our Cobham studio, where you'll work closely with the team.

Being together in the studio is an important part of how we collaborate, develop schemes and make decisions, so we're looking for someone who enjoys being part of a small, hands-on team. There will be some flexibility where appropriate, alongside regular visits to projects, suppliers and client meetings across Surrey and London.

How to apply

Please send your CV, portfolio (including examples of technical drawing packages) and a cover letter to hello@ottosamdesigns.co.uk.

Within your application please confirm your current salary; your salary expectations for a permanent 3-day-per-week position and your current notice period or availability. Please also include why you would like to work with Ottosam Designs.

We'd love to see technical portfolio examples alongside completed project imagery, particularly joinery, lighting/electrical and detailed design packages.