

N I C O L A
H A R D I N G
& c o .

JOB DESCRIPTION

Senior Designer – 12-month fixed contract

The Role

Working as part of the wider interior design team and in close collaboration with the Creative Director, lead and deliver multiple interior design projects from concept through to completion, ensuring projects are delivered on programme, to a high standard and within budget.

About us

Nicola Harding & Co is a recognised authority on creating liveable, soulful places, characterised by colour, attention to detail and an eclectic mix of found items. We are a friendly, dynamic team working in a stimulating, open plan, studio environment. We take great care to look after each member of the team and to promote their professional development.

Key Responsibilities

Lead and deliver multiple interior design projects from concept through to completion.

Plan project timelines and monitor project resourcing.

Prepare and lead internal design phase kick-off meetings, setting out deliverables, key dates and responsibilities for the wider team.

Lead client meetings, design presentations and workshops, confidently presenting schemes and managing feedback through all project phases.

Manage day-to-day communication and coordination with clients, consultants, contractors and suppliers.

Attend and contribute to site meetings during construction and installation phases.

Produce and oversee detailed technical drawing packages in CAD including plans, elevations, reflected ceiling plans, lighting layouts, floor finishes, joinery details and specifications.

Maintain high CAD standards across projects and contribute to the development of studio standards and drawing libraries.

Design bespoke joinery, furniture, lighting and fixed finishes in collaboration with the wider design team.

Prepare presentations, mood boards and visual material using InDesign, Photoshop, SketchUp and hand sketching where required.

Develop FF&E schemes and detailed specifications, including sourcing, budgeting, schedule management and production of FF&E packages in EstiMac.

Work closely with Procurement and Finance teams to monitor project budgets, procurement tracking and monthly reconciliations.

Review procurement information and supplier invoices prior to issue to the client and Finance team.

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Management/Leadership responsibilities

Mentor and support team members, helping to develop their technical and creative skills.

Support Directors with business development and studio initiatives.

Research and share new materials, suppliers, sustainable practices and industry trends with the wider studio.

Ensure all work is carried out in line with studio standards, processes and sustainability policies.

What We're Looking For

Experience running high-end residential projects

Excellent project budgeting

Strong time management and multi-project juggling skills

Outstanding in AutoCAD, SketchUp, Photoshop, EstiMac

Meticulous attention to detail

Taking initiative, highly proactive and solutions oriented

What we offer

Competitive salary

Competitive holiday entitlement, including birthday day off and Christmas studio closure days

Hybrid working

Vibrant dog-friendly studio in great location on fun street with excellent transport links

Friendly, social team with fun and engaging events hosted regularly throughout the year

To apply for this role, please send your CV to us at careers@nicolaharding.com. Please include a cover letter with a paragraph outlining a career highlight in your work as a Senior Designer.

Deadline for applications: 20 June 2026