

# STUDIO ISA MAY

## Job Summary: Mid Weight Designer

### About the Studio

Guided by a sense of perpetual curiosity, Studio Isa May approaches interior projects from concept to realisation with a keen eye for details and a deep understanding of design fundamentals. The studios interior design projects are not defined by one particular style, but tell an intriguing story of the history and content of each project always reflecting the client's needs. Based in London and founded in 2020 the studio has great experience in creating spaces that are playful, studied, and unexpected. The context, the original site, the history and the purpose of the place are the starting points for each project the studio undertakes, thus aiming at creating meaningful spaces.

[www.studioisamay.com](http://www.studioisamay.com)

### Required experience:

- A degree in Interior Design or Interior Architecture.
- At least 4 years interior design experience in the high-end residential market.
- Full proficiency using Vector works, SketchUp, Adobe Creative suite & Microsoft Suite.
- Strong knowledge of both Interior Architecture and FF&E
- Understanding of project programs and deadlines.
- A good eye for presentation layout. Strong graphic design skills.

### Responsibilities of the Role:

- Produce drawings to the highest standard - technical drawings for issue to clients, contractors, and joiners.
- Confident reading, commenting on and draughting technical plans, elevations, sections, and details, as well as designing fitted joinery and bespoke furniture.
- Managing incoming and outgoing drawings and filing them immediately according to the established filing system
- Sourcing and procurement of furniture, lighting, artwork and accessories and recoding all on details FF&E schedules
- Manage subcontractors to include window dressing, garden designers, upholstery, framing and others as needed on projects.
- Requesting shipping quotes and managing the shipping process through to installation
- Working with contractors and suppliers to ensure the design and quality are executed as per specifications.
- Prepare and manage comprehensive project schedules.
- Assist in researching, selecting, and collating appropriate finishes, sanitaryware and hardware that support the design.
- Competent in taking meetings and site visits without line manager.
- Populate weekly client presentations with mood boards, latest drawings, FF&E presentations
- Helping with project installs, styling and photoshoots
- Support across the administrative aspects of a project e.g.: filing, source suppliers, manage incoming and outgoing drawings, catalogue presentation boards.
- Good management skills, establishing internal project timelines, sticking to deadlines and managing workload independently.

Start Date: Immediate Full-time role: Monday – Friday 9am-6pm Based: East London office.

Annual Leave: 25 Holiday days per year + Bank holidays. Salary: Based on experience.

To Apply: Please send a copy of your CV, portfolio and a package of technical drawings to: [isabelle@studioisamay.com](mailto:isabelle@studioisamay.com) for our consideration.