

## Employment Opportunity

### Community Child Care Council of Santa Clara County, Inc. (4C Council)

**Position:** Interior Designer

**Salary:** Commensurate with Experience

**Application Deadline:** Position Open Until Filled

**Reports to:** TBD

**Position Description:**

Non-profit organization is seeking the assistance of an interior designer to decorate childcare centers and offices at multiple sites. The successful candidate must be creative, artistic, and an eye for detail. Designer must be knowledgeable of age appropriate designs to establish children's learning environment. Interior designer must ensure that all plans and designs are safe, functional, and appropriate to the agency's culture and professional decor.

**Example of Duties and Responsibilities:**

- Develops plans, designs and décor of childcare classrooms and office settings
- Creates functional and aesthetic designs that are age appropriate and of professional business décor
- Responsible for planning the use and layout of the space and decorating with color, furniture, fixtures, etc.
- Develops drawings, presentations, and cost estimates
- Must be able to shop for and suggest appropriate materials and equipment considering budget constraints
- Coordinates the work of other agency staff

**Qualifications Include:**

- At least 2 years prior experience
- Ability to choose colors, furniture, and materials to complement designs
- Ability to work well with others
- Must possess the skills to work independently
- Strong communication skills

**Other skills and abilities required of the successful candidate:**

Degree in Interior Design preferred. Experience in CAD training a plus but not necessary. Knowledge of building and safety codes to ensure designs meet all necessary requirements.

**For consideration please send resume with cover letter to:**

Human Resources Department

Simone Robinson

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