



PIPER GONZALEZ

DESIGNS
JOB DESCRIPTION

Junior Interior Designer

Design

Piper Gonzalez Designs · September 2026

Position Overview

Reports To:	President / Creative Director
Department:	Design
Type / Status:	Full-Time · Exempt
Schedule:	Full-time, 40 hours per week; reports daily to the Royal Palm Beach office; travel to client and job sites throughout Palm Beach County as projects require; immediate start
Compensation:	\$58,000-\$64,000 depending on experience
Benefits:	Medical — health insurance offered 10 days paid vacation/personal Simple IRA — 3% match after 12 months

Role

You are a self-driven, solution-oriented, dynamic individual ready to help a boutique luxury interior design studio grow. The Junior Interior Designer supports the design team and the President across the full project lifecycle — from concept development and sourcing through presentation and installation — owning pieces of projects under guidance and building toward independent project responsibility. Success means design deliverables are accurate, on time, and require minimal revision before hand-off.

Core Responsibilities

- Assist the President and senior design staff in developing concepts, layouts, and selections from concept through installation
- Produce design boards, elevations, and perspectives; assist with construction drawings
- Research and source product; request, track, and organize samples; maintain the design library
- Draft specifications for review and enter product details accurately into Design Manager
- Assist with vendor, contractor, and field coordination; attend site visits and installations at client properties throughout Palm Beach County
- Support client presentations and respond to routine client questions under the guidance of the President or senior staff

Key Performance Indicators

*Targets marked * are Builder-stage benchmarks to be confirmed and tightened within 90 days.*

KPI	Target	Frequency	How Measured
Design deliverable on-time rate	100% of assigned boards, drawings, and specs delivered by the agreed	Per project milestone	Deadline vs. delivery date reviewed by President at each

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	internal deadline*		milestone
Specification accuracy	Fewer than 2 corrections per specification package* before hand-off	Per spec package	Correction count logged by reviewing designer at hand-off
Sample and sourcing turnaround	Sample requests fulfilled and library updated within 3 business days* of request	Per request	Request vs. fulfillment date logged at hand-off
Design Manager data accuracy	Zero product entries with missing or incorrect data fields*	Weekly	Office & Finance Manager runs a weekly data audit; errors corrected within 24 hours
Growth toward independent project ownership	Demonstrable increase in components owned independently each quarter	Quarterly	Quarterly review with President; project responsibility log maintained

Qualifications

REQUIRED

- Degree in Interior Design from an accredited program
- 2+ years of luxury residential interior design experience
- Proficiency in AutoCAD and Adobe Photoshop
- Working knowledge of Canva and Microsoft Office; willing to learn Design Manager
- Valid driver's license; able to travel to client sites throughout Palm Beach County

PREFERRED

- SketchUp or Revit proficiency
- Familiarity with luxury manufacturers and trade vendors
- Experience in a boutique or high-end residential studio

Competencies

- **Eye for detail** — catches errors in specifications and drawings before they leave the desk
- **Organization** — keeps multiple project components moving simultaneously without dropping details
- **Eagerness to learn** — actively seeks feedback and applies it
- **Collaborative** — works fluidly within the design team and under direction
- **Client polish** — professional and warm in all client-facing interactions

Additional duties as assigned to support the growth and operational needs of the organization. This description defines the core of the role and is intended to grow with the business, not to limit it.