

## **Interior Architect**

**Hong Kong, Full-Time, Permanent**

Make is a different kind of architecture practice. Founded by Ken Shuttleworth in 2004, we're an employee-owned firm pursuing a democratic design process that values everyone's input. The Make studios are filled with incredibly talented people from around the world, from architects to IT professionals. Everyone who works here is great at what they do and does it with passion.

We're an equal opportunities employer committed to creating an open and egalitarian working environment.

We are looking for an enthusiastic and passionate Interior Architect to join our Hong Kong studio.

At Make we carefully consider, select and procure every aspect of a building, including the interiors. We're passionate about the journey from macro to micro, seamlessly integrating interior designs into holistic design concepts.

This role is suitable for someone who has an Interior Architecture degree – an architect with a passion for interiors, for example, or an interior designer who is passionate about architecture.

### **Key tasks and responsibilities:**

- Work through and manage all project stages, from conception through to completion.
- Prepare design and concept packages from the design report stage through to concept design, 3D visuals and rendered plans/elevations for concept, and scheme design stage.
- Create full drawing packages – including GA, RCP, elevations, construction details, and furniture and finishes schedules – for tender and construction.
- Work with LDIs, reviewing LDI and contractor drawings to ensure developed designs comply with concept designs.
- Attend meetings during all project stages, including briefings, coordination meetings, and site and project meetings as required with the project team and client.
- Follow and maintain consistent drawing standards, project files and naming conventions already established within the design team infrastructure.
- Build knowledge of products/materials, and work with various suppliers and consultants throughout each project.
- Research materials and products, and understand their application, constraints and suitability in different environments.
- Formulate design intent and decisions, and present for discussion in a clear and articulate way.
- Communicate and work with London & Shanghai teams when necessary.
- Any other administrative duties as assigned by the team.

### **Core personal skills:**

- Good verbal and written communication skills
- Ability to work well as part of a team, with a positive attitude and a willingness to 'muck in'

- A methodical and analytical approach, with a high attention to detail
- Ability to take initiative in response to direction or instruction
- Ability to plan, manage and prioritise workloads to effectively manage several projects simultaneously
- Ability to work under pressure and meet deadlines
- Demonstrable commitment and enthusiasm
- Eagerness to contribute to and promote the studio, its ethos and policies
- An embrace of diversity
- Ability to act with integrity at all times

**Required technical skills:**

- Experience in cross-sector interior projects – hospitality design and retail interior architectural projects experience an advantage
- Fluency in English and Mandarin
- Proficiency in Revit, Enscape and Rhino
- Ability to travel to mainland China as required
- High-level technical knowledge, with good technical drawing skills
- Ability to employ technical theories, construction techniques and processes when necessary
- Excellent 2D and 3D CAD skills, including knowledge of various rendering software
- Excellent drawing and presentation skills
- Good graphics skills (Adobe Creative suite)
- Proficiency in Microsoft Office applications (Word, Excel, Outlook etc)

The successful candidate's roles, responsibilities and duties may change from time to time to respond to the studio's needs. The candidate will be required to adopt a flexible approach to work.

If you are interested, please send your CV and portfolio to [HKRecruitment@makearchitects.com](mailto:HKRecruitment@makearchitects.com)