

Job Title: Junior Spatial Designer

Reporting to: Head of Spatial Design

Location: Based at our Norwich Office with occasional travel

Salary Range: On Application

Job Description

Background: The role of Spatial Designer is a demanding and exciting role with frequent challenges which requires the individual to be able to work both autonomously and collaboratively. Spatial Designers collaborate with Project Leads and Project Managers, as well as directly with external clients creating spatial concepts, designs, visualisations and technical drawings that meet and exceed the brief. The designers are key members of the team always delivering to the highest of standards, collaborating with other teams in the Pb Studio, along with the workshop, technical services, H&S and other relevant teams.

Job Purpose: To provide support and creative input to the Spatial Design team in all aspects of design from concept through to manufacture and onsite delivery.

Main Duties:

- Support the team as required for creatively interpreting briefs.
- Create detailed floor plans and technical drawings using Vectorworks.
- Produce rendered set visuals and sketches.
- Learn and develop your craft through practice and discussion within the team and the wider Studio.
- Volunteering innovative creative input and bespoke design ideas supporting Project and Client Leads.
- Support in the management of work schedules, meeting deadlines, budgets etc.
- Provide designs that will adhere to a given budget whilst still maintaining the highest specification possible.
- Support the gathering of information on site at unfamiliar venues when appropriate in order for the team to produce accurate, scaled floor plans and technical drawings.
- To contribute proactively through on-going communication, meetings etc. with all appropriate departments.
- To cover for holidays, sickness and absences etc. in the design department.
- To be a proactive team member within Pb engaging professionally with internal staff whilst also acting as an ambassador for Pb externally.
- Carrying out additional duties where appropriate which may be allocated from time to time by the Head of Spatial Design.

All Production bureau Limited employees are responsible for:

- Working to the policies of Production bureau Limited
- Promotion of equal opportunities and respecting diversity within all aspects of their work
- Complying with all Health and Safety regulations and promoting a safe working environment
- Carrying out additional duties which may be allocated from time to time by the Board of Directors

Requirements

Essential Criteria = (E) Desirable Criteria = (D)

Qualifications/Skills:

MAC / PC skills (E)

Knowledge of Vectorworks or equivalent CAD package (E)

Knowledge of Adobe Creative Suite (Photoshop, Illustrator and InDesign) (D)

Knowledge of Unreal Engine or similar rendering package (D)

Excellent communication skills both written and verbal (E)

Good problem solving skills (E)

Professional qualification in Spatial Design or similar creative discipline (E)

Experience:

Experience of working in a pressured environment and to deadlines (D)

A multi-tasker who has the ability to prioritise and manage own workload (E)

Experience and awareness of Health & Safety requirements relating to Exhibition & Spatial Design work (D)

Attributes:

A high degree of creativity with spatial awareness (E)

A desire to be innovative (E)

A positive and flexible approach to work with an ability to react to change as it happens (E)

A self-motivated, enthusiastic individual with a good sense of humour (E)

A team player who can share ideas and best practice (E)

Driving License as the need to provide on-site support may arise (D)