***TECHNICAL DESIGNER – KITCHEN & BATH***

Full-Time Position

Design/Build Cabinet Company is seeking a talented and experienced Technical Designer/Project Manager to flourish in our beautiful 6,5000-sqft luxury kitchen & bath showroom. Rare opportunity to apprentice cabinet designer/owner and to grow into a Design Position. Create, Modify & Finalize AutoCAD or Chief Architect Renderings, Order Quoting, Order Acknowledgement & Presentation Sketches. This position requires superior attention to detail when drafting Box Construction, Face Frame and European Cabinetry. Must have experience with cabinet nomenclature. Project organization of any kind is required. **This position is for someone with a strong passion in the kitchen & bath industry.**

**WORK HOURS:** Monday-Friday, 8 hours/day. Start times are flexible**.**

**EDUCATION AND EXPERIENCE:**

* Minimum two years of experience in a Kitchen & Bath Showroom
* Highly proficient in AutoCAD or Chief Architect
* A design related college degree preferred

**JOB RESPONSIBILITIES:**

* Assist designer with job site measures
* Accurately draft cabinetry floor plans and elevations
* Attend client meetings with the designer in the showroom or on site
* Work closely with the order processing department to ensure accuracy of drawings and cabinet order
* Ability to self-check own work for accuracy and review final cabinet order with designer before sign-off
* Schedule cabinet deliveries & coordinate schedules with installers
* Warmly assist customer walk-ins with general company & product information
* Prepare Quotes & Estimates for clients
* Prepare Job Binders and update with the most current information

**JOB REQUIREMENT**

* A minimum of 2 years kitchen design and project management
* Highly Proficient in AutoCAD or Chief Architect
* Detail oriented
* Ability to manage deadlines
* Ability to multi-task and manage multiple projects efficiently
* Ability to work as a team member in a group or independently
* Experience with drafting, ordering and acknowledging detailed kitchen and bathroom plans and elevations
* Ability to properly specify and order cabinetry and parts from manufacturer, comfort with online order entry systems & cabinet nomenclature
* MS Office, Excel required
* Self-Motivated
* Responsible, Punctual & Reliable
* Personable & Presentable
* Driver's license and clean driving record, willing to travel to jobsites

**Newton Kitchens & Design** is a family owned business providing exceptional handcrafted cabinetry and furniture manufactured locally in Massachusetts. Our innovative designs range from contemporary to traditional and combine luxury with functionality. Our projects range from intimate galley kitchens engineered to maximize every inch of space to expansive living spaces with carefully selected materials that flow harmoniously throughout our client’s homes. We collaborate with many of Boston’s most respected architects, interior designer and builders to create unique spaces and one-of-a-kind pieces and widely recognized for our unparallel customer service that we provide to our clients.

**STARTING SALARY:** $48,000+ (depending on experience), benefits, paid time off and a chance to grow within the company

If you are qualified and interested in this position, please email a copy of your resume and technical drawings to show your skill level to [info@newtonkd.com](mailto:info@newtonkd.com). No walk-ins please.

***Covid-19 Precautions***

* Personal Protective Equipment Provided or Required depending on current CDC regulations
* Social Distancing Guidelines in Place
* Sanitizing, disinfecting or cleaning procedures in place

\*We are an equal opportunity employer