

## **MORGANTE • WILSON ARCHITECTS, LTD.**

2834 CENTRAL STREET, EVANSTON, IL 60201

TEL. 847.332.1001 FAX. 847.332.2388

---

ARCHITECTURE • INTERIOR DESIGN • URBAN PLANNING

### **Student Intern needed – Flexible days times and hours**

Morgante Wilson Architects is an established Architecture and Interior Design firm on the North Shore. We currently have an opening for an Interior Design Intern position. Candidates should submit a cover letter, resume & portfolio for review. The Intern will report directly to the Interior Design Project Manager and will support the Project Management team in efforts of design, document development and administration, depending on expertise and knowledge.

#### Responsibilities Will Include:

- Ordering Samples Per Project
- Organizing Design Library
- Scheduling Vendor Presentations
- Assist Designers with Updating and Organizing Finish and Furniture Schedules
- Assist Designers with Meeting Preparation
- Professional Communication with Showrooms to Obtain Order Expediting Updates
- Business Hours are 9:00 AM- 6:00 PM

#### Qualifications:

- Previous Professional Experience Is Beneficial
- Submittal of A Portfolio That Demonstrates Design Process and Innovative Design Solutions (PDF format with 2-4 samples)
- AutoCAD Knowledge Is Preferred, Knowledge of Revit Is Beneficial
- Experience with Adobe Creative Cloud Suite (Adobe Photoshop, Illustrator, InDesign) Preferred
- 3-D Computer Rendering Skills (Sketch Up, 3-D Max, and/or other modeling software)
- Proficiency with MS Office (Excel, Word, Outlook, PowerPoint)

No telephone calls please, Email resumes to: [info@morgantewilson.com](mailto:info@morgantewilson.com)