

Brian's Cabinets

Job Description

Title: Designer
FLSA Status: Exempt
Job Status: Full-time

Date: 1/30/2020
Reports to: Sales Manager
Department: Sales/Design

Established in 1977, Brian's Cabinets is a full line cabinet manufacturer specializing in custom designs with a wide range of materials, door styles, and finishing options. Working with both residential and commercial customers, we are a true custom cabinet shop with countless options to personalize design concepts. Employees are the heart of our success and *Brian's Cabinets Way* guides how we work with customers to create an exceptional experience.

POSITION SUMMARY

Our Designer is responsible for collaborating with customers and various departments within Brian's Cabinets to ensure an extraordinary customer experience. We're looking for someone who:

- Delights in meeting with customers for project design.
- Takes pride in meeting customers' needs and delivering exceptional service.
- Enjoys juggling multiple projects simultaneously and following projects through to completion.
- Thrives in a family-owned business environment.

ESSENTIAL DUTIES AND RESPONSIBILITIES

- Assist customers with design choices and document customer design specifications.
- Create designs from blueprints and customer specifications using Cabinet Vision software.
- Work with Estimator to prepare bid proposals and revisions, and obtain customer approval.
- Review and process contract with customer, and collect deposits as necessary.
- Complete all paperwork accurately, thoroughly, and in a timely manner.
- Provide support to estimating, drafting, engineering, production and installation to ensure successful completion of the project, and keep the team informed of issues utilizing Asana database.
- Manage change orders and ensure timely updates, to customers and team, of project and/or schedule changes.
- Meet with customers to perform design space measurements, as needed.
- Attend weekly sales meetings.

QUALIFICATIONS

- Successful completion of our structured on-the-job training program, which includes elements of our production and installation processes.
- Actively engage in continuous learning to become an expert in our products, materials, production methods, and cabinet design.
- Self-directed and dedicated to following through on all assignments.
- Communicates ideas and information verbally and in writing so others clearly understand.

Brian's Cabinets Job Description

- Exceptional customer service skills.
- Attention to detail and accuracy.
- Strong organizational skills with an ability to manage multiple projects simultaneously.
- Excellent judgment and thoughtful decision-making skills.
- Proficient with the Microsoft Office suite, and the ability to learn and effectively utilize company systems and computer applications to accurately perform responsibilities.
- Valid driver's license and excellent driving record is required.

PHYSICAL REQUIREMENTS

Standing, walking, and/or other positional physical movements such as stooping, kneeling, and reaching may be occasional to frequent. Manual dexterity and coordination are required. Ability to lift up to 25 pounds.

COMPENSATION

Salary, profit sharing; medical, dental and vision insurance; life insurance and short and long-term disability; paid time off; and 401K.

TO APPLY

Email us at careers@brianscabinets.com. Include your work history and a brief statement telling us why you are interested in a career in cabinetry at Brian's Cabinets.

Brian's Cabinets is an equal opportunity employer. Nothing in the job description guarantees employment and/or restricts management's right to assign or reassign duties and responsibilities to this job at any time. Employee must be able to perform the essential functions of the job with or without accommodation. US Citizenship or Permanent Resident (Green Card) required.