

VACANCY FOR THE POST OF EXPERIENCED PROJECT MANAGER

About the Company

Our Company is a leading provider of elegant and functional interior design solutions. We specialize in residential and commercial spaces, offering everything from space planning and décor to custom furniture and installation. Our mission is to create stylish environments that reflect the personality and taste of our clients.

Position Summary

We are hiring a highly organized and proactive **Experienced Project Manager** to oversee the execution of interior design projects from start to finish. The ideal candidate will ensure projects are delivered on time, within budget, and meet both client and quality expectations.

Key Responsibilities

- Plan, coordinate, and manage all aspects of interior design projects from concept to completion.
- Serve as the main point of contact between clients, vendors, contractors, and the internal design team.
- Create project timelines, allocate resources, and monitor progress and deliverables.
- Conduct site visits, supervise installations, and ensure work aligns with design specifications.
- Handle budgeting, procurement, and inventory of project materials and furnishings.
- Identify and mitigate project risks or delays.

- Provide timely updates and reports to management and clients.
- Ensure compliance with health, safety, and regulatory standards.

Requirements

- Bachelor's degree in Architecture, Interior Design, Project Management, or a related field.
- Minimum of 5 years' experience managing interior design, construction, or real estate projects.
- Proven ability to manage budgets, timelines, and multiple stakeholders.
- Strong leadership, communication, and problem-solving skills.
- Proficiency in project management tools and software (e.g., Trello, MS Project, AutoCAD is a plus).
- Ability to work under pressure and manage multiple projects simultaneously.
- Attention to detail and passion for design excellence.

How to Apply

Interested and qualified candidates should send their CV and cover letter to **globalcliquehr@gmail.com** with the subject:

" Experienced Project Manager "