

Role profile:

Head of Interior Design



bruntwood
SciTech



About Bruntwood

At Bruntwood, we are led by one purpose: Creating Thriving Cities. Our deep connection with the cities we work in sets us apart; and for more than forty years, everything we have achieved has been with this purpose in mind.

We create buildings, workspaces, innovation, retail, tech and science facilities that are connected, balanced, sustainable and inclusive. Places people want to live, work and play in. We aim to reflect the communities we work in. Welcoming diverse opinions, creative ideas and talent enables us to understand our customers and communities better, and see the world a little differently..

We're also committed to investing in areas where our expertise can have the most impact, with around 10% of annual operating profits going to local causes, both directly and through the Oglesby Charitable Trust. Proud supporters of the arts, we work alongside many organisations to elevate arts and culture across our cities, such as Manchester International Festival, as well as The Royal Exchange on the Bruntwood Prize for Playwriting.

Shape your World

Everything we do comes down to our five values. In practice, these will mean something unique to every person at Bruntwood and Bruntwood SciTech, but if you're considering working here, give them some thought. They've been at the heart of our story for over 40 years. Take a look at our video to find out more

We really believe that if you're brilliant to work with, you deserve brilliant things in return - from the big important stuff like up to 8% matched pension, 28 days holiday,

private healthcare, and enhanced maternity and paternity leave.

Through to the "small perks" that help you out with the little things that matter just as much. At Bruntwood we might work hard, but we have the benefits and rewards in place to help you find that balance and enjoy life too.

**So, work at Bruntwood
and shape your world..**



**Dream &
deliver**



**Never sit on
the sidelines**



**Be creatively
commercial**



**Pay attention
to detail
(it matters)**



**Be brilliant
to work with**



Role Profile

The role: Head of Interior Design

Salary: £50,000 - £60,000 (DOE)

We are looking for an experienced Head of Interior Design to manage a small team and oversee design projects across a wide portfolio of assets. The role will involve quality control, mentorship, design support and technical guidance to ensure consistency and market leading design standards. You will collaborate closely and maintain relationships with multiple stakeholders, while contributing to the strategic direction of our wider commercial objectives.

What you'll be doing:

- Report directly to and work within the Commercial team to deliver the highest quality product and service for both Bruntwood and our customers.
- Oversee and manage a team of interior designers, providing mentorship, technical guidance, and quality control across projects. Ensuring that team members are delivering market leading design work on time and within budget.
- Holding regular 1:1's and setting personal development plans with your team.
- Set and review team KPIs to always improve the value and commerciality of our in-house interior design team.
- Support the creation of business reports and related documents as required, aligning with the broader needs of the business.
- Visit Bruntwood buildings across Greater Manchester, Liverpool, Leeds, Birmingham and Cambridge to undertake site surveys, brief taking, customer meetings and viewings as required as part of the wider design process.
- Manage resource, project allocation and oversee design tasks delivered by you and your team within agreed deadlines and budget, ensuring the highest standards throughout all of the design stages and compliance with current industry building regulations. You will also monitor and manage the interior design outsourcing framework and its trusted partners.
- Be confident to collaborate with in-house teams as well as external consultants, contractors, regulatory authorities as needed to achieve project objectives.
- Develop and evolve existing product lines and processes which impact Bruntwood Customers, including CAT A/A+ specifications, CAT B fit out, marketing materials, service space and our made and managed product offer.
- Attend and participate in design workshops and meetings of you and your team's assignments as necessary.
- Lead on asset-led design work across the Bruntwood group.
- Take ownership and lead the development of our preferred products within our standard specifications ensuring we are staying ahead of industry trends and evolving our competitive lead.
- Opportunity to work with global brands such as Deliveroo, JLR, plus many more - typically leading the office design process from inception to WS3 and remaining client side thereafter.



Role Profile

What we're looking for:

- We're keen to welcome candidates at an experienced career level based on the salary bracket.
- A Bachelor's or Master's Degree in Interior Design, Architecture or related design qualification.
- Positivity and passion for design, with a wider understanding of the commercial property market.
- Organised, analytical with a proactive approach with a keen eye for detail.
- A confident person who can support in building professional relationships and can work within a diverse range of teams across the entire business.
- AutoCAD, Adobe Creative Suite, Sketch-Up & Enscape proficient. Revit would be an advantage but not essential.
- Strong experience within the Workplace sector. Hospitality, Residential and Leisure experience would be an advantage, but not essential.
- A candidate who is able to travel across Greater Manchester, Liverpool, Leeds, Birmingham and Cambridge as required by the business.
- Proven experience in managing a team of designers with competency in setting personal development plans and career objectives.
- Excellent knowledge of current UK Building & Planning regulations.
- A competent problem solver who can react quickly on site during construction and can find cost effective and creative solutions in partnership with contractors and associated internal teams.
- Be creatively commercial to grow and develop within a unique and forward thinking business with many opportunities.

Benefits of working with us

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Ways of Working

- We understand the importance of work-life balance, so whilst we are primarily an office-based culture (it's what we do!), we also want to encourage flexibility and agility where possible. Our colleagues make use of our different spaces and find lots of ways to collaborate which enable them to find the balance that brings out the best in everything they do.



Holiday

- **28 days holiday** - plus your birthday!
- **Buy & sell** more holidays if needed
- **Sabbatical** of up to 12 months so you can take a career break after five years with us



Financial benefits

- Up to 8% matched **pension scheme**
- **Enhanced maternity & paternity leave** - plus baby bonus!
- **Discounts & cashback** at leading retailers
- **Life assurance** / death in service
- **Rewards** for long service



Health

- **Employee Assistance Programme** - 24/7 access to mental health, legal & financial support, including counselling
- **Free healthcare cash plan** for all colleagues so you can claim back medical expenses like optical, dentist & physiotherapy. We also offer
- **Free private healthcare** cover on an opt-in basis
- **Fitness classes**, free gym spaces & gym discounts
- **Healthy breakfasts** in our offices
- **Wellbeing app** which rewards you financially for daily habits. You can spend this on everyday essentials, treats or even donate to good causes



Development

- **24 'Bruntwood Cares'** volunteering hours per year
- **Learning sponsorship**
- **Interest free learning loans** up to £2000 to pursue your passions
- **Mentoring scheme**
- **Work Shadowing**



Travel

- **EV salary sacrifice car scheme**
- **Interest free travel** to work loans
- **Cycle to work** scheme
- **Car park** discounts

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