

# CBRE

【オフィス意匠・基本実施設計のご経験を活かせる】 デザインアーキテクト

## Job Information

**Hiring Company**

CBRE K.K.

**Job ID**

1470852

**Industry**

Other (Real Estate, Construction)

**Company Type**

Large Company (more than 300 employees) - International Company

**Non-Japanese Ratio**

Majority Japanese

**Job Type**

Permanent Full-time

**Location**

Tokyo - 23 Wards, Chiyoda-ku

**Train Description**

Chiyoda Line, Nijubashimae Station

**Salary**

5 million yen ~ 10 million yen

**Refreshed**

January 1st, 2025 05:00

## General Requirements

**Minimum Experience Level**

Over 3 years

**Career Level**

Mid Career

**Minimum English Level**

Business Level

**Minimum Japanese Level**

Fluent

**Minimum Education Level**

Bachelor's Degree

**Visa Status**

Permission to work in Japan required

## Job Description

An opportunity to join CBRE Design Collective, a global team of talented architecture and interior design professionals operating within the largest commercial real estate services company in the world. Our ambition is to deliver exceptional design solutions for our clients, working within a creative cultural environment of teamwork, innovation and creative verve. We are a fast-growing design community strengthened by the extensive resources and services across CBRE's global platform.

The Design Architect will work with the Design Studio Lead to create interior design solutions for architecturally based interior spaces, as well as support the growth of our interior design capability in Japan.

**Key Responsibilities:**

- Grow the interior design business as an enabler for expansion of our design capability across APAC.
- Work with the Design Collective Lead on the provision of interior design services; from needs analysis and programming to concept design, design development, construction documentation and construction support to ensure that projects are built to the client's expectations and aligning with CBRE's design vision.
- Responsible for planning, organizing and directing project team activities, workflow, and other day to day activities, to ensure goals and objectives of the project are accomplished within prescribed time frame and budget, and other performance targets.
- Provide input to the project team in areas of; training, development, and overall project organization, striving to improve efficiency in scope delivery.
- Lead by example and model behavior consistent with the company's RISE values.
- Primary daily contact with the client for all project design related matters, manage client requests to ensure we are providing an exemplary service to our customers, and assist with building client relations.
- Represent the company in promoting and marketing interior design services, and work with the Design Studio Lead in marketing endeavors and pitch creation.
- Assemble presentations and "leave behinds" when pursuing new projects.
- Connect with and be an extension of our regional and global design team, taking global design products and assisting to enhance these for the Japan market.
- Learn CBRE's proprietary design and planning tools.
- Work with Design Collective Lead in establishing a creative design vision and approach for the studio.
- Ensure projects include QA/QC process for reviewing contract documents for completeness and organization.
- Build and maintain strong relationships with internal partners in workplace, project management, and advisory and transaction teams (commercial office leasing).
- Assist with management of the design team with the aim of expanding scope and enhancing customer satisfaction.
- Carry out work plans for each project, managing creative and technical design delivery.
- Responsible for planning, organizing and directing project activities, workflow, and other day to day activities, to ensure goals and objectives of the project are accomplished within prescribed time frame and budget, and other performance targets.
- Day to day responsibility for developing design concepts, based on the programming requirements and budget parameters and coordinating project documentation.
- Coordinates activities of team engaged in preparing construction and furniture drawings and specifications.
- Responsible for manpower budgets, project cost controls and interpreting contracted scope of work.
- Coordinates with outside consultants, engineering disciplines and Project Managers.
- Reviews and/or develops specifications.
- Reviews and monitors construction and furnishings budget.
- Implements established design schedule ensuring milestone reviews.
- Responsible for code research, including obtaining necessary variance approvals.
- Provides project administration and QA/QC process.
- Provides assistance such as technical guidance, and/or training to coworkers, including leading project teams and/or plan and supervise assignments of intermediate and Junior level designers and draftsmen.
- Daily contact with the client for all project design related matters, manage client requests to ensure we are providing an exemplary service to our customers, and assist with building client relations.

**Required Skills****Required Knowledge & Skills:**

- Experience in Interior Design Project leadership with domestic and international companies in Japan.
- Substantial knowledge and experience working in the Japan market (with particular focus on Tokyo)
- Substantial experience with workplace interiors
- Team leadership, coordination, mentoring, and motivation
- Exceptional creative skills, design visioning and innovation
- Ability to write specifications for materials and FF&E
- Expert in all conventional aspects of technical design/architectural principles
- Design and build project experience
- Experience with Revit, 3D Studio Max or Similar modeling software, Photoshop, AutoCAD, Sketch-UP, Adobe Suite and Microsoft Office
- Cloud –based working experience preferred

**Qualification, Education & Experience:**

- Work experience in design industry with relevant experience
- BA (minimum) in Interior Design / Architecture from reputable and accredited curriculum or board
- LEED (or equivalent) certification preferable
- Commercial project experience
- Strong digitization experience
- First Class Architect Certification is a plus

**Key attributes:**

- Passionate design professional
- Exemplary communication and interpersonal skills
- Japanese and English reading, writing and verbal skills
- Be a thought leader
- Innovation driver
- Demonstrate intellectual curiosity and comfortable with ambiguity and complex challenges
- Passionate about design technology, including immersive tech and visualization
- Ability to make effective and persuasive design presentations to employees, clients, management

- Ability to lead teams of intermediate level designers and below
- Ability to solve problems involving several options in situations
- Making decision with understanding of procedure and company policies to achieve set results and deadlines
- Responsible for setting own project deadlines. Self-motivated
- Plans and conducts tasks requiring independent judgement in the evaluation, selection and substantial adaptation and modification of standard design techniques and procedures. Supervises others in areas where precedents are not clearly established.
- Broad knowledge of architectural materials, finishes and FF&E

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