



## **DIB LIGHTING**

### **Design Team Leader**

#### **PURPOSE OF POSITION**

Manage the Design Department by organizing the design team daily working schedule and signing off the deliverables before submitting to clients.

#### **MAIN RESPONSIBILITIES**

##### *Design duties*

- Organize and improve continuously all the tools and filing mechanisms being used by the design team to improve the operation process from a quality and speed point of view.
- Inspire and motivate its team to push higher the conceptual aspect of the projects while maintaining a high quality of Design development package.
- Implement the design projects' schedule in liaison with Managing Partner that defines client priorities.
- Analyze the department's performance on a **quarterly** basis and suggest ideas for improvements initiated by the team.
- Keep Level of communication formal and professional with colleagues and clients.
- Present and meet designers / clients on a regular basis to communicate the design concept
- Value engineer the project budget to align it to client budget when needed
- Research and identify potential new lighting suppliers for future collaborations
- Discover training needs and provided coaching for the team

##### *Technical duties*

- To Have a good technical understanding of the lighting field

##### *Site duties*

Visit from time to time sites to ensure design intent has been achieved



### **REPORTING LINES**

Reports directly to the Managing Partner.

### **SUPERVISORY RESPONSIBILITIES**

The Team Leader Design will supervise the Senior Lighting Designers, Lighting Designers and draftsman.

### **WORKING RELATIONSHIPS**

The Team Leader collaborates closely with all dib team located locally and abroad.

### **REQUIREMENTS, QUALIFICATIONS AND SKILLS**

- Interior Design/Architecture.
- Minimum **of five years** of experience working on lighting design or architecture projects.
- Experience in working with technical lighting fixtures.
- Good command of English.
- Good interpersonal and communication skills.
- Positive attitude with a willingness to take initiatives and implement them.
- Ability to cope with and work under **high pressure and high speed environment.**
- **Ability to maintain a high level of confidentiality.**
- High Level of detailing drawings
- Ready to travel abroad for short periods occasionally