

# *Kitchen & Bath* DESIGN ASSISTANT

REVIVAL HOUSE  
PLYMOUTH, MN

Revival House is a full-service design center and showroom that combines kitchen, bath, and interior design products and services under one roof. Here at Revival House, we specialize in cabinetry and design in the Minneapolis and St. Paul area, as well as nationwide. We take pride in the lasting relationships we have built with our clients, our builder/remodeler partners, and our vendors. As a family business, tried-and-true values like honesty, integrity, and hard work ground and sustain us.

Collaboration and teamwork are highly valued at Revival House. This kind of environment helps everyone thrive and achieve their goals. Our design team members are inspired and energized by each other's work. We actively seek ideas from our team on how we can better serve our customers and support each other.

Revival House offers numerous opportunities for professional growth and development, including technical product training as well as group and individualized sales training as appropriate. We encourage participation in industry events, seminars, and trade associations. We are also committed to serving our community in a variety of ways each year.

As a Design Assistant at Revival House, you will provide valuable support to designers, which may involve interfacing with clients, vendors, and reps. Your success will depend not only on your technical design skill, but also on your interpersonal skills, communication skills, and your desire to learn. We pride ourselves on the relationships we build with our customers, and your active participation in making our customers raving fans is critical.

This is a hybrid, full-time (40 hours/week) position, with an hourly pay structure and benefits as per company policy. If a career with Revival House sounds appealing to you, we encourage you to send a cover letter and resume to [hello@revivalhouse.design](mailto:hello@revivalhouse.design).

REVIVAL  
HOUSE  
KITCHEN | BATH | INTERIORS

# *Kitchen & Bath* DESIGN ASSISTANT

## *Responsibilities*

- Produce CAD layouts utilizing Chief Architect Design Software
- Assist one or more Kitchen & Bath Designers on current projects
- Read blueprints and scale plans
- Obtain, review, and follow appliance specifications for design, function, and installation
- Prepare quotes, cost worksheets, and bids for designers
- Assist in troubleshooting order or installation issues
- Communicate with clients and trade partners to relay project information/updates
- Assist in the preparation of comprehensive installation instructions, applicable drawings, and specifications to ensure successful installation
- Develop knowledge and expertise in all cabinet lines and related products used at Revival House
- Assist designer in measuring spaces for cabinetry – be responsible for measuring simple spaces independently
- Place, track, and review orders placed through vendor systems
- Meet with clients to review samples and/or design layouts if designer is not available
- Order parts and service materials for job completion

## *Qualifications*

- A customer-first mindset
- BA/BS degree plus Certificate from accredited Kitchen & Bath program or equivalent
- Proficiency with Chief Architect design software
- Experience with Microsoft Office products, including Outlook, Word, and Excel
- Great oral and written communications skills
- Successful prior experience in a fast-paced environment