INTERNSHIP NOTICE #21

An Internship Opportunity at Meridian Design Associates Architects, P.C. is currently available for seniors.

Please read carefully the job description below and make sure to follow all instructions....

Important Note: If you are selected for the internship, please inform Mr. Honor IMMEDIATELY via email at: bths.internship@gmail.com
Meridian Design:

Founded in 1981 by Antonio Argibay and Bice C. Wilson in a loft in New York City’s Chinatown, is an award-winning architectural design practice grounded in skilful balance of creativity, management and common sense. The firm’s reputation is built on our careful stewardship of our clients’ resources and on our ability to manifest the elegant design solution which lies at the heart of every project. The firm has accomplished a variety of project types, including complex broadcast and media facilities, cultural centers and corporate headquarters. The Firm is also nationally recognized leader in the field of urban and environmental planning.

We are looking for a Marketing Intern to, primarily, contribute creatively to our in-house Marketing efforts. This means updating and generating new content for our monthly newsletters, updating records or documents, and generating necessary graphics.

Secondly, the chosen individual will take part in the many duties related to our Architectural practice such as the production and delivery of drawing sets, administrative due diligence, building code research, presentation materials.

This opportunity will allow the individual to learn fast and hard and can lead to a paid position depending on the individual.

What we’re looking for...

- Notable skills in writing and grammar
- An interest in engaging online communities
- The desire to test your skills in database marketing
- A passion for solving problems in creative ways
- A desire to learn and make a real difference
- The ability to work independently while reporting to a team
- The ability to communicate ideas and complex information effectively both verbally and in writing
- Excellent attention to detail and a relentless focus on quality output
- Experience with Photoshop, Illustrator, Microsoft Word, Microsoft Excel
- Any design software such as SketchUp or ArchiCAD is a serious plus.

Please e-mail with some information about you, your cover letter in the body of the email, website if you have it, blog if you have it, facebook or linkedin profile if you have it, and your resume as an attachment. Please identify the job title in the subject line.

- flexible schedule
- 3:00 pm to 6:00 pm

Positions available: 1 Intern Position

Directions: N or R to 28th street. – Walk down to 1140 between 26th and 27th.