

Interior Site Supervisor



Site Operation | Grandthum group -108 | Full-Time | 2-6 Years

JOB SUMMARY

Studio 83 Design is looking for a proactive Interior Site Supervisor to oversee residential, commercial, office, and retail interior projects. The ideal candidate should have strong experience in site execution, contractor coordination, quality control, material management, and project delivery while ensuring work is completed on time and as per approved drawings.

We offer competitive salary, performance-based incentives, career growth opportunities, and exposure to premium architecture and interior projects.

RESPONSIBILITIES

- Supervise day-to-day execution of interior fit-out projects.
- Ensure work is executed as per approved drawings, BOQ, and specifications.
- Coordinate with architects, designers, project managers, vendors, contractors, and clients.
- Manage carpenters, electricians, plumbers, painters, false ceiling teams, flooring teams, and other site workers.
- Monitor project progress and ensure timely completion.
- Conduct site measurements before production and installation.
- Verify material quality and maintain inventory at site.
- Ensure proper installation of modular furniture, wardrobes, kitchens, partitions, ceilings, flooring, lighting, and customized furniture.
- Resolve technical issues arising during execution.
- Prepare daily site progress reports with photographs.
- Maintain quality standards throughout the project lifecycle.
- Ensure site safety, cleanliness, and discipline.
- Attend client meetings and provide regular project updates.
- Coordinate project handover and snag rectification.

SKILLS & QUALIFICATIONS

- Diploma/B.Tech/B.E. in Civil Engineering, Interior Design, Architecture, or related field.
- 2-6 years of experience in interior site execution.
- Strong knowledge of residential and commercial interior fit-out works.
- Ability to read AutoCAD drawings and interior working drawings.
- Knowledge of interior materials, hardware, laminates, veneers, stones, lighting, and finishes.
- Excellent vendor and labour management skills.
- Strong communication, coordination, and problem-solving abilities.
- Experience handling multiple sites simultaneously is preferred.
- Willingness to travel across Delhi NCR project locations.

HOW TO APPLY

Send your updated resume to careers@studio83design.com

Subject: Application for Interior Site Supervisor

Or call us for more information.