

KILROY REALTY CORPORATION

12200 West Olympic Blvd.,
Suite 200
Los Angeles, CA 90064**Opportunity Description:** Associate, Design**Location:** Regional Office in San Francisco, CA**About Kilroy Realty**

- Kilroy Realty is a dynamic, \$10 billion publicly-traded real estate company that is looking to add to its team of superstars.
- We believe our team, commitment to excellence, superior growth prospects, premium office and mixed-use properties and our exciting and innovative development platform make us the premier publicly-traded Real Estate Investment Trust on the West Coast.
- Our collaborative open work environment, dynamic team approach and exciting transactions create continued opportunities for growth and challenge and inspire our employees.
- As part of our core values, we are committed to sustainability and the environment and, as a result, we are recognized as the North American leader in sustainability.
- Our team is like our family. We have over 70 years of experience developing, acquiring and managing office and mixed-use real estate assets and have many employees who have been at the company for more than 15 years.
- We have a promote-from-within culture and accessible executives with open door policies. We consistently encourage our team to facilitate change, leverage technology and recommend process improvement.
- We have a flexible work attire policy that allows for jeans to be worn every day. We believe in a modern workplace where our goal is to inspire and create opportunity for our entire team.
- Please visit our website at: www.kilroyrealty.com.

About the Opportunity

Kilroy is a pioneer in re-imagining the commercial office building into vibrant spaces filled with energy and life — so work does not feel so much like work. We are taking this same strategy into our new forays into retail environments and residential spaces as these different parts of life become more and more intertwined. We understand how environments shape human creativity and productivity and approach each space with fresh eyes, breaking apart old molds of 'your father's office'. Instead, we create spaces that are well suited for each function and today's workforce. We are looking for a creative, forward-thinking individual to join us in this endeavor.

Kilroy is a publicly traded REIT that has built a deep experience within the West Coast commercial real estate markets by serving a range of dynamic industries over an ever-evolving business landscape over 70 years. Our premium commercial properties total more than 14 million square feet, spanning the West Coast from Seattle to San Diego. This position reports to the Senior Vice President, Design.

Opportunity Requirements

- Architect/Interior Designer with Bachelor's or Master's degree in a design discipline or related field with experience in both architecture and interiors.
- Minimum 5 years' experience from an interior/architectural services firm.
- Extensive knowledge of furniture, decorative light fixtures, interior finishes and all things décor.
- Strong design skills with a good eye and refined aesthetic sensibilities across all types of medium.
- Strong design concept abilities that can take a space from average to spectacular.
- Strong understanding and fluency in construction documents, constructability and working with contractors.
- Excellent presentation, communication and interpersonal skills with the ability to interact effectively and professionally with all personality types.
- Ability to firmly guide design consultants and vendors to desired design, budget, and schedule goals in a way that encourages and ensures rapid progress but does not hamper their creativity.
- Proficient in SketchUp/AutoCAD/Bluebeam/InDesign/Illustrator/Photoshop for production of design concepts and project specifications.
- Positive, can-do attitude with a solutions-oriented mindset.

Summary of Responsibilities

The core responsibilities of this position include, but are not limited to the following:

- Work with Kilroy Asset Management/Construction & Development Management teams to provide design solutions for New Building Development, Existing Building Renovations, and Tenant Improvement projects with a range of budgets and schedules focusing on efficient, cost-effective, and aesthetically pleasing solutions.
- Develop, communicate, and implement Kilroy design standards with the continued goal of innovation in design.
- Liaison with product vendors and consultants — keeping abreast of the best offerings on the market for interior and architectural products.

To Apply: Please submit resumes to HumanResources@kilroyrealty.com. Please include the position title in the subject line. No phone calls, please. EEO/AA/M/F/Vet/Disability Employer