

# BERNARDON

ARCHITECTURE  
INTERIOR DESIGN  
LANDSCAPE ARCHITECTURE

## Join the Bernardon Team

The people of Bernardon are our greatest asset. Our people have a passion for delivering high quality design in a collaborative, imaginative, innovative, and enjoyable environment. Our offices are located in the heart of great downtown and urban settings – Philadelphia, PA, West Chester, PA, and Wilmington, DE.

Bernardon is currently seeking a creative and energetic **Marketing Assistant** (0-3 years of experience) to join the team in our West Chester office. This individual will be a valuable member of the team lending support in meeting the firm's marketing and business development goals. Responsibilities include, but are not limited to, assisting with the preparation of marketing materials, presentations, proposals, and display advertisements as well as helping to maintain the firm's overall market presence through both traditional and digital media outlets.

### Qualifications

- Bachelor's Degree in marketing, communications, graphic design, or related area of study
- Good understanding of marketing and graphic design principles
- Excellent writing and communication skills
- Software proficiency in Adobe Creative Suite (InDesign, PhotoShop, Acrobat) and Microsoft Office Suite
- Strong attention to detail
- Ability to multi-task and adhere to deadlines
- Work experience in the A/E/C industry preferred

In addition to a competitive salary and a comprehensive benefits package, you will be provided with a stimulating workplace and plentiful opportunities for growth and advancement. We offer the unique opportunity to be involved with a wide variety of project types in a broad range of markets – so the days are never the same!

If you are interested in joining our team, please send letter of interest and resume to:

Diana Gonzalez, Marketing Director  
Bernardon  
10 North High Street, Suite 310  
West Chester, Pennsylvania 19380  
e. [dgonzalez@bernardon.com](mailto:dgonzalez@bernardon.com)