

Jessica Claire

100 Montgomery St. 10th Floor (555) 432-1000 resumesample@example.com

PROFESSIONAL SUMMARY

I worked as a trainee at Janitz construction then did several contracting jobs at residential homes, I am certified in interior design. I have a bs in architectural art science

SKILLS

- Space Planning
- Artwork Selection
- Environmental Plan Formation
- Paste-Ups and Drawings
- Furnishings Selection
- Recycled Materials
- Skilled Tradesmen Oversight
- Client Advisory and Recommendations
- American Disabilities Act (ADA) Compliance
- Color Scheme Coordination
- Presentation Design
- Shop Drawing Review
- Sustainable Materials
- Contractor Oversight
- Accessories Selection
- Materials Requirements Determination
- Design Rendering
- Vendor Subcontracting
- Furnishings Layout Plan
- Construction Work Inspection
- Material Cost Estimates
- Engineer and Architect Collaboration
- New Materials Research
- Design Planning
- Color and Material Application
- Graphic Presentations
- Process Design
- Detail Drawings
- Green Designation
- Commercial Projects
- Systems Development
- Product Specifications
- Proficiency in SketchUp
- 3D Rendering Software
- Ventilation Systems
- Working Drawings and Procedures
- Commercial Interior Design
- Adobe Photoshop
- Adobe InDesign
- Proficiency with Furniture Systems
- Lighting Selection
- Strong Analytical Abilities
- Residential Renovation
- Visual Representations
- Interior Architectural Detailing
- Painted Finishes
- Image Manipulation
- Digital Design
- Developing Training Materials
- Customer Inquiries
- Project Analysis
- Client Meetings
- Precision Measurement
- 3DS Max
- Web Applications
- Site Appraisals
- Onsite Visits
- Interface Design and Implementation
- Special Requirements
- Adobe Creative Cloud
- K-12 Education
- Residential Understanding

WORK HISTORY

FREELANCE INTERIOR DESIGNER

04/2018 to CURRENT

Contracted | City, STATE

- Developed key client relationships by providing design solutions that met needs and budgets without compromising quality or design intent.
- Developed space planning concepts, color palette selections and textile presentations.
- Designed floor plans, elevations, 3D perspective views and material boards for review and presentation.
- Participated in furniture selection and documentation of specifications.
- Transformed uninspiring areas into warm and inviting living spaces using various lighting fixtures, materials and products.
- Interfaced effectively with contractors and vendors to resolve issues and discuss ideas.
- Consulted with clients to determine architectural preference to meet overall design goals.
- Facilitated requests regarding product information, installation methods and product upgrade options.
- Specified appropriate products and Type materials to meet project objectives and design scheme.
- Created professional presentations using Software to creatively communicate design intent and direction.
- Carefully reviewed contractor submittals of finish materials.
- Led interior design across conceptual, schematic, design development and construction document phases.
- Programmed space requirements from schematic design to construction document phase and installation.
- Researched trends in area of green building and environmental design to incorporate into business and residential projects.
- Originated and developed creative design concepts using Software, Technique and Area of expertise that exceeded client expectations.
- Prepared Type and Type documents and details to implement design concepts.
- Quickly learned new skills and applied them to daily tasks, improving efficiency and productivity.
- Successfully resolved technical design issues by using Skill, Skill and Area of expertise.
- Carried out day-day-duty accurately and efficiently.
- Assisted clients with budget considerations and made recommendations for furniture, wall hangings and Type items.

FREELANCE INTERIOR DESIGNER

11/2011 to 02/2017

Contracted | City, STATE

- Developed key client relationships by providing design solutions that met needs and budgets without compromising quality or design intent.
- Developed space planning concepts, color palette selections and textile presentations.
- Designed floor plans, elevations, 3D perspective views and material boards for review and presentation.
- Participated in furniture selection and documentation of specifications.
- Consulted with clients to determine architectural preference to meet overall design goals.
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INTERIOR DESIGNER TRAINEE

09/2004 to 04/2010

Terry Janitz | City, STATE

- Decorated corporate spaces according to established brand and company goals.
- Documented costs, tracked purchases and administered client budgets.
- Developed detailed design plans and 3D digital models to display fixtures, furniture and lighting.
- Prepared cost and material estimates prior to advising on marketing matters and real estate design layouts.
- Completed client consultations and worked with architects to define needs and style preferences for new office spaces.
- Advised clients on styles, layouts, budgets and overall designs.
- Utilized natural and artificial light to highlight features and areas of rooms.
- Organized and maintained schedules for home consultations, customized room designs and staff meetings.
- Purchased accessories to coordinate with furniture purchases and enhance rooms.
- Selected and organized color schemes for clients.
- Presented available color palettes and helped select colors that reflected client personality and goals.
- Created digital room designs using Software and Software.
- Worked closely with corporate offices and district managers to market promotions and trending products.
- Advised clients on methods to keep spaces fresh and inviting.
- Coordinated and supervised construction and redesign crews.
- Created budgets with clients and outlined plans for adherence.
- Created training plans and developed materials for design training classes.
- Met with clients to discuss project scope and desires for spaces.
- Maintained knowledge of constantly changing interior design trends and products.
- Furnished and designed Number residential properties in Year and consulted with clients to determine decorating needs and preferences.
- Prepared invoices and handled payment processing for clients and suppliers.
- Advised clients on comfort and durability of various fixtures, materials and surface coverings.
- Completed minor room adjustments to freshen up environments.
- Arranged furniture to facilitate traffic flow and design objectives.
- Provided in-home consultations and space planning and coordinated colors, finishes and fabrics to match.
- Specified and selected furniture, fixtures and lighting conditions to achieve desired effects.
- Prepared drawings, furniture contract packages and finish boards for upcoming and ongoing projects.
- Cultivated strong working relationships with construction crews and project managers to achieve interior design goals.
- Developed project design documents and presentations for clients to seek construction approval.
- Welcomed showroom guests and displayed available design samples to clients.
- Obtained user feedback and utilized design software to generate unique and innovative samples.
- Defined and developed spatial and functional requirements for old and new spaces and calculated projected costs for project activities.
- Maintained status reports for client projects.
- Analyzed and prepared reports and documents after project completion for clients and stakeholders.
- Developed key client relationships by providing design solutions that met needs and budgets without compromising quality or design intent.
- Developed space planning concepts, color palette selections and textile presentations.
- Designed floor plans, elevations, 3D perspective views and material boards for review and presentation.
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EDUCATION

Bachelor Of Arts | Architectural Technology

01/2010

Votech , Fort Myers, FL

HsQ General Studies

06/2004

Ester High School, Ester, FL