

## Objective

Seeking to expand my skills and spread my acquired knowledge to others, while providing your company with a dedicated worker who is committed to excellence, high achievement and continuous education. I expect to find work challenging, yet extremely rewarding.

## Skills

Interior Design, Interior Design.

## Work Experience

### Interior Designer III

**Simply Design** - 2014 – 2019

- Create Design concepts for residential and commercial clients Coordinate materials installations, liaisons between clients and contractors Manage deadlines to get pricing information to the project manager.
- Ability to read blue prints and perform minor take offs unsupervised.
- Assist project manager in developing list of vendors and subcontractors to receive copies of plans and specifications.
- Work with administrative assistant to distribute bid documents.
- Coordinate with project manager to determine who will develop list of materials for pricing.
- Setup and/or review list of materials with quantities as requested on a bid-by-bid basis.
- Obtain pricing for all materials to be purchased per the bid documents.

### Interior Designer

**ABC Corporation** - 2009 – 2014

- Space planning and color coordination are my areas of expertise.
- Build customer relationships in order to provide unique and innovative decorating solutions and furniture design concepts that reflect the customers own personal sense of style.
- Prepare and formally present working drawings of design solutions.
- Strive to exceed customers expectations.
- Keep product knowledge up-to-date.
- Design and setup show room displays.
- Assist team in reaching sales goals..

## Education

Bachelors International Business ( not concluded) in Business, language - 1990(University of Colorado Denver - Denver, CO)