

# KAREN L MARRUFO-ZUBARAN

DESIGN | MANAGEMENT | ARCHITECTURE | MEDIA

Versatile and detail-oriented architect and interior designer. Possessing extensive experience in real estate, interior design, carpentry, and media design. Adept at building and maintaining strong client relationships, facilitating seamless communication, and ensuring project success. Additionally, committed to community service, with numerous hours dedicated to various associations, fostering social impact and community development. Highly adaptable to work environments, with excellent problem-solving skills, self-motivation, and a results-driven mindset.

## Skills & Software

Remote Project Coordination  
 Client Communication & Networking  
 Revit | AutoCAD | Rhino | SketchUp  
 Adobe Suite (Illustrator, Photoshop, InDesign)  
 Bilingual: Fluent in English & Spanish  
 Microsoft Office  
 Media Management & Video Editing  
 Zoom, Slack, Trello, Asana

## Education

Illinois Institute of Technology |  
 Chicago, IL  
 Professional Bachelor's in  
 Architecture  
 2018 - 2022

TECH Technological University |  
 Remote  
 Masters in Interior Design  
 2023 - 2025

## Contact

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 US +1 956 740 3366

Email  
 kalomazu@hotmail.com

Portfolio  
 kmzportfolio.my.canva.site

## Experience

### 2024-Current

IDEA Logistics | Laredo, TX

#### Traffic Coordinator & Administrative Role

- Worked on inner company archives and supplied new methods of organization
- Provided documentation and the proper communication to dispatch importations and exportation from Mexico.
- Coordinated pickups and deliveries to different destinations.
- Worked on enhancing work environment for employees.

### 2023-2024

Juarez & Juarez Residential Design | San Antonio, TX

#### Design Associate, Designer

- Assisted in the final phases of architectural projects by preparing professional client presentations.
- Generated high-quality renderings to facilitate client decision-making.
- Provided construction documents, renders, and iterations for project development

### 2021 - 2023

ML Design Studio | Chicago, IL

#### Interior Design Assistant, CAD Designer

- Developed custom furniture designs and interior concepts.
- Conducted remote client consultations, delivered project presentations, and performed material cost analyses.
- Facilitated physical and virtual collaboration between clients and manufacturers.
- Worked with a distributed teams to produce detailed drawings and renderings.

### 2020 - 2021

BOOTHCRAFT | Cancun, Mexico

#### Designer, Carpenter, Painter, Photographer

- Co-founded a design and carpentry studio specializing in wood and acrylic projects.
- Designed and formatted laser-cutting and printing templates for efficient production.
- Managed digital media content, product photography, and promotional materials.

### 2019 - 2021, 2023

KAHZA Real Estate | CDMX, Mexico

#### Assistant Realtor, Translator, Editor, Media Management

- Supported real estate transactions by translating legal and financial documents between English and Spanish.
- Maintained company website, developed advertising campaigns, and managed social media presence.
- Created branding elements, including logos and visual assets, to strengthen corporate identity.

## References

Matt Lorenz

Head Interior Designer,  
 ML Design Studio

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Karina Zubaran Del Valle

Real Estate Firm Owner,  
 KAHZA Real Estate

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 IDEA Logistics

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