

#### **Experience**

# Tracy Morris Design - Interior Designer & Marketing Coordinator July 2017 - April 2021

- Created all presentation materials for clients and meetings.
- Site measured and created all of the firms floor plans in AutoCAD.
- Met regularly with clients to present selections, answer questions, and oversee installations.
- Selected high end furniture, fabrics, accessories, and construction finishes.
- Oversaw full home installations of furniture, fixtures, and accessories in homes ranging from 4,000 to 18,000 square feet.
- Worked directly with architects, builders, and clients from the schematic design phase through final delivery of the project.
- Managed Instagram account creating posts and stories daily to boost engagement and gain clients. Grew followers by 33% in 8 months to over 16,000 followers.
- Wrote articles for company blog. Wrote quotes for magazines, newspapers, and online publications in the voice of principal designer.

## Urban Country - Trade Department Intern, May 2015 - Dec. 2016

- Worked directly with designer and their clients to guide them through selections of furniture, fabric, and accessories within their budget.
- Communicated frequently with furniture manufacturers to gain more information on products and track order status.
- Worked independently to reply to emails, answer calls, and assist clients in supervisors absence.

#### Education

## CareerFoundry

UX Design Certificate, December 2020 - Present

# The George Washington University

Bachelors of Fine Arts in Interior Architecture and Design, 2017

#### **Danish Institute for Study Abroad**

Focus on Interior Architecture in Copenhagen, January-May 2016

### Tools + Skills

- AutoCAD- Photoshop- InDesign- SketchUp- Revit
- Microsoft Office Suite