TOBY LEE

Professional Summary

• Results-oriented designer who delivers updated, creative designs within strict time frames.

Skills

SKETCHUP/V-RAY
AUTOCAD
RHINO
RHINO
MS OFFICE
PHOTOSHOP
REVIT
MS OFFICE
3DS MAX

Work History

RJR Construction Group - Interior Designer

04.2016 - Current

- Interfaced with design team members, including contractors, consultants, fabricators, architects and regulatory agencies.
- Originated and developed creative design concepts.
- Prepared construction documents and details to implement design concepts.

H2Arts Ltd. – Interior Designer (contract)

10.2015 - Current

- Prepared construction documents and details using AutoCAD to implement design concepts.
- Consulted with clients and the contractor to offer a comprehensive design package.

Home to Home Advisory Services - Design and labour (contract)

08.2013 - 04.2016

• Worked directly with clientele to determine moving needs and supervised third-parties.

Our Town Café - Barista

03.2014 - 12.2015

• Provided excellent customer service while calmly and efficiently performing duties such as making and serving drinks and food in a high-paced environment.

Starbucks - Shift Supervisor

06.2012 - 07.2013

- Assisted the store manager in the execution and delegation of store operations, including closing and opening of the store, cash handling, daily orders and organization of daily tasks.
- Responsible for the increase of Clover brewed coffee by 200% through strategic tactics.

Education

D.I.D. with Honours; Interior Design

2016

Visual College of Art and Design

Volunteering and Leadership

Hands – Short Film 06.2016

• Volunteer - Set decorating and grip

Visual College of Art and Design

07.2015 - 04.2016

• Student tutor, Interior Design Club Chairman, Student Ambassador

Addition Information

- Car owner with class 5 driver's license
- Excellent English; Intermediate Korean
- MPIO completed, Part 9 building codes course completed