

GRISHMA BHEDA
LFA | LEED®Green Associate™ | WELL AP
grishma.bheda@gmail.com
551-358-1367

EXECUTIVE SUMMARY

An experienced professional seeking a position as project manager with strong leadership and relationship-building skills, knowledge on building codes and passion for sustainability.

AFFILIATIONS, CERTIFICATIONS AND SKILLS

- USGBC - Volunteering in Women in Green Committee, NJ
- USGBC - Volunteering in MANE (Middle Atlantic and New England) LEED Advancement Committee
- International Living Future Institute
- Software: Autodesk AutoCAD (Proficient), Autodesk REVIT (Intermediate), Adobe InDesign (Intermediate), Adobe Photoshop (Novice), Microsoft Office (Intermediate), Bluebeam Revu (Novice), Procore (Novice)

PROFESSIONAL EXPERIENCE

- Designer | MBH Architects, New York** **October 2021 – June 2023**
- Secured permit for construction for 2 new and 1 remodel Target stores in NYC & CA by drafting construction document sets.
 - Coordinated with contractors and MEP consultants to maintain a timeline for construction of a Target store in San Diego.
 - Organized sustainability related webinars and volunteer events, as well as provide study materials for different certifications as co-chair of the sustainability committee.
 - Worked on exterior and interior elevations and details for ground up Target stores in California.
- EDF Climate Corps Fellow | Amazon, India** **June 2021 – August 2021**
- Surveyed the Indian construction materials' market to analyze gaps and opportunities and availability of Environmental Product Declarations and their integration into Embodied Carbon in Construction Calculator (EC3) tool and BIM which will enable Amazon to quickly and confidently choose partners to implement decarbonization strategies.
 - Developed a roadmap to track Scope 3 emissions, which is the bulk of their portfolio's carbon impact.
 - Presented recommendations through reports and presentations to facilitate Amazon's Climate Pledge of Net Zero Carbon by 2040 to executive leadership and Amazon's US sustainability team.
- Assistant Project Manager | O'Neil Langan Architects, New York** **April 2019 – December 2019**
- Designed 2-3 testfits every week for Sweetgreen locations across the US enabling its approval for construction phase.
 - Assisted team lead to develop detailed drawings for custom fixtures and furnishings for a Mark Cross store in Manhattan, NYC.
 - Worked on a permit set for a 6000 sq.ft restaurant in Florida.
- Interior Designer | Bergen Street Studio, New York** **October 2017 – March 2019**
- Developed construction document set and coordinated with expeditors for DOB and LPC permit filing for 900 sq.ft apartment renovation in Manhattan, NYC.
 - Drafted construction documents of elevations and prepared schedules for a 3400 sq.ft landmarked townhouse in Brooklyn, NYC.
 - Drafted plans, elevations and prepared schedules for 2000 sq.ft townhouse renovation in Brooklyn, NYC.
 - Designed and rendered the renovation of the living room and kitchen of a private residence in upstate NY.
 - Drafted plans, elevations, details and coordinated with vendors and contractors for a 1700 sq.ft cottage renovation in upstate NY.
- Tutor | New York School of Interior Design, New York** **January 2017 – May 2017**
- Assisted students in completing their assignments with their queries in various software like Revit, InDesign and AutoCAD.
- Interior Designer and Business Development Associate | Workspere Architects, Mumbai** **November 2015 - December 2015**
- Assisted the director in maintaining the database and identifying potential clients to develop strategic relationships for future projects.
 - Conducted a site survey and assisted the design team in planning a layout for contract interiors.
- Interior Designer | Kashish Park Realtors, Thane** **May 2014 - July 2015**
- Planned and designed a 2000 sq.ft. office for a developer.
 - Renovated an existing 680 sq.ft apartment into a sales office. Coordinated with the team, vendors, and contractors to manage the workload to deliver it within the deadline.
 - Designed the interior layout of a 1900 sq.ft duplex apartment for a marketing brochure.
- Interior Designer | Prit Designers, Mumbai** **June 2013 - October 2013**
- Coordinated with clients and design team to establish décor needs for 1000 sq.ft. auditorium. Created customized designs to suit the client's tastes and budget and executed it on time for the grand opening.
 - Designed the interior layout of a 2800 sq.ft. logistics office with 650 sq.ft. of mezzanine level on an accelerated timeline.

EDUCATION

- New York School of Interior Design | New York City, NY August 2017
Masters in Professional Studies in Sustainable Interior Environments
- India International Trade Center(IITC) | Mumbai, India December 2012
Certificate Course in Interior Design
- University of Mumbai | Mumbai, India May 2011
Bachelor of Mechanical Engineering