



Objective

To secure an internship or entry level interior design position which utilizes my unique hybrid of abilities, including excellent communication skills, project management experience and interior design training.

Work Experience

JM Design, Philadelphia, PA

Freelance Electronic Design, 2008

- Collaborated on space planning and feasibility studies
- Produced 3D electronic models, design development documents and construction documents
- Created renderings and perspectives
- Managed documents and coordinated mailings

Hamilton-Turner Inn, Savannah, GA

Marketing Support, 2006-Present

- Implemented and maintain website
- Managed directory listings
- Delivered copy for newsletter, advertising, and marketing materials
- Analyzed advertising and marketing budget

Qwest Communications, Chicago, IL

Account Consultant, 2000 – 2005

- Through relationship building and excellent customer support, grew account base 100K+ monthly revenue.
- Coordinated service orders from beginning to end, managing customer expectations; delivering status throughout the process.
- Designed invoice and account structure based on customer requirements; maintained the integrity of accounts and services through audits and trouble-shooting.
- Presented Account Consultant role to customers in pre-sale setting.
- Trained sales teams and peers.

Activities

NEWH member, Atlanta, GA chapter

ASID, Allied member, Georgia chapter

Summary

7 years of successful experience in account management and exceptional coursework in interior design study.

Education

Savannah College of Art and Design, Savannah, Georgia

Bachelor of Fine Arts, Interior Design, 2007
4.0 GPA

Furman University

Greenville, South Carolina

Bachelor of Arts, Sociology, 1997

Skills

<i>Communication</i>	<i>Research</i>
<i>Collaboration</i>	<i>Drawing</i>
<i>Attention to Detail</i>	<i>Hand Rendering</i>
<i>Problem Solving</i>	<i>Hand Drafting</i>

<i>Excel</i>	<i>Photoshop</i>
<i>Access</i>	<i>InDesign</i>
<i>PowerPoint</i>	<i>Dreamweaver</i>
<i>Microsoft Project</i>	

AutoCAD
Revit
Microstation

Awards

- Recipient Savannah College of Art and Design Academic Scholarship 2005-2007
- Recipient NEWH Regional Scholarship 2007
- Participant Red Bull Art of the Can 2006 Atlanta
- Qwest Circle of Excellence national winner 2004
- Recognition letter from Qwest Communications CEO for account