

A detail-oriented and well-organized design professional with an innovative mind, influenced by travels and inspired by the power to transform lives through creative designs. 7+ years of experience in commercial, corporate workplace, hospitality, and multi-family design. Awarded Most Outstanding Student in the Interior design program at the University of Idaho. A strong asset in a team or self-directed environment. Effective written communicator and accomplished public speaker.

Skills

Photoshop	InDesign	Illustrator	Revit	AutoCAD	SketchUp	Office
3D Rendering	Material Selection	Building Code	Permitting	Specifications	Collaboration	Hand Drawing

Work Experience

JPC Architects <i>Bellevue, WA</i>	<u>Interior Designer II</u>	October 2019– August 2020
	<ul style="list-style-type: none"> Lead design efforts, work delegation, and quality reviews across multiple high-budget projects. Managed client relationships and project deliverables for numerous commercial projects. Prepared and delegated meticulous construction sets for construction efforts and permitting. Interior design & architect representative for construction administration activities such as OAC meetings, site visits throughout construction and responding to RFIs and ASIs. 	

	<u>Interior Designer I</u>	November 2015– October 2019
	<ul style="list-style-type: none"> Developed space plans and programming based off team collaboration and initial design concepts. Regularly drove design development (DD) efforts and presented DD to clients. Prepared meticulous construction document sets based off initial programming requirements that included floor plans, elevations, sections, site plan, details and material, furniture, and lighting specs. Drafted complete permit and construction sets and worked directly with cities for permitting. Coordinated project quality through construction documentation and administration with contractors. Conducted 100+ site verification visits to delineate existing project conditions. 	

	<u>Design Resource Lead/Interior Designer I</u>	February 2015– November 2015
	<ul style="list-style-type: none"> Fostered and facilitated positive vendor relations and product awareness for the company. Consulted with designers/architects to identify product interests and project requirements. Conducted product research and cost analyses and communicated needs to vendor representatives. Obtained materials and finishes appropriate for the designers/architect's projects. Created electronic and physical design material board to improve client decision speed when selecting project materials. Lead education of relevant new product offerings to firm through lunch and learns, briefings, etc. Maintained resource library organization in efficient ways and kept offerings up-to-date and relevant. 	

	<u>Design Intern</u>	November 2014– February 2015
	<ul style="list-style-type: none"> Assisted designers with concept development, material selection, specifications, and production work. 	

Alpha Phi International Fraternity <i>Chicago, IL</i>	<u>Chapter House Design Lead</u>	
	<ul style="list-style-type: none"> Lead designer and project manager for 8 Alpha Phi facility remodel projects nationwide. Responsible for schematic design, design development, cost management, construction documents, and construction administration for remodel projects. Worked with architects, landscape architects, contractors, vendors and chapter support teams to implement design ideas for the interior and exterior of the facility. Traveled to locations for site visits, created as-built and working drawings and served as the onsite project coordinator for installations. Use FF&E schedules, project logs and punch lists to coordinate with contractors and clients. 	

Sechrist Design Associates <i>Seattle, WA</i>	<u>Assistant Designer</u>	May 2013 – Aug 2013
	<ul style="list-style-type: none"> Worked with designers on multi-family projects from design development to completion. Created floor plans, furniture plans, elevations, and sections for multi-family projects. Selected and obtained materials, prepared material boards and design presentation packages for clients. Executed furniture and material schedules and created product specifications. 	

Degen & Degen Architecture & Interior Design <i>Seattle, WA</i>	<u>Intern</u>	May 2012 - Aug 2012
	<ul style="list-style-type: none"> Assisted designers with material selection, samples orders, display boards, specifications and managed the resource library. Prepared vendor luncheon series to foster vendor relations as well as architect and designer education. 	

Education

University of Idaho <i>Moscow, ID</i>	<u>Bachelor of Interior Design, Minor in Architecture</u>	May 2014
	<ul style="list-style-type: none"> Class of 2014 Outstanding Interior Design Student American Society of Interior Designers, Network of Executive Women in Hospitality 	