

Name

Street ♦ City, State Zip ♦ 555-555-5555 ♦ name@name.com

COMMERCIAL INTERIOR DESIGNER

- ❖ Innovative professional with strong corporate and commercial design and planning expertise used to plan and complete diverse tenant improvement, new construction, renovation projects ranging from 1000+ to 100,000+ square feet.
- ❖ Perceptive listener capturing and transforming client needs and desires into real-world functionality and design.
- ❖ Organized leader deftly collaborating with multiple vendors and clients to fulfill overall project mission by deadline and within budget requirements.
- ❖ Hands-on project manager technically proficient in such software as REVIT and AutoCad/ADT.

Areas of Expertise

Research & Programming ♦ Design Development ♦ Construction Document ♦ Construction Administration
Project Management ♦ Corporate & Commercial Design & Planning ♦ Vendor Management ♦ Invoicing/Billing
Visual & Verbal Presentation ♦ Space Planning ♦ New Construction ♦ FF&E ♦ Bidding ♦ Permits ♦ 2/3D Design
MEP Coordination ♦ Schedule, Deadline Management ♦ Materials/Finishes Selection

Professional Experience

CARSON DESIGN ASSOCIATES, Austin, Texas ♦ 2007-2009

Project Manager/Senior Designer

Executed wide-ranging construction and design services for multi-sized corporations. Crafted 3D models for all projects using REVIT. Partnered with design consultants and other key vendors to consistently meet project deadlines and budget constraints.

Select Project Achievements:

- ❖ **Office Restructuring:** Reallocated the space vacated by NCSoft's corporate division to the remaining customer service, human resources, account, IT/Server, and development gamers departments.
 - ❖ Mapped the restructuring using space plans and 3D models infused with requisites for 3 locations.
 - ❖ Furnished the 25,000 square foot space using both new and existing FF&E.
- ❖ **Space Planning/New Construction:** Originated and synchronized a space plan with the construction of a new shell building as part of a 7K square foot project for Steinman Leuvano requiring schematic design, design development, construction documents, and construction administration.
 - ❖ Customized the reception desk, lighting, millwork, and fireplace to complement the theme and atmosphere of the new space.
- ❖ **Tenant Improvement:** Orchestrated bidding, permits, and mechanical, electrical, and plumbing consultants (MEP) contractors as needed for tenant improvement services delivered to The Kucera Companies and REIT Management and Research companies for multiple projects spanning 2500-25000 square feet.
 - ❖ Executed an agreement to deliver design development and intermittent construction administration in pace with an expedited schedule. Met with prospective leasers.
- ❖ **Green Initiatives:** Incorporated environmentally friendly concepts and corporate branding into the design development of USAA all new, 8000 square foot bistro, self-serve market, and company staff lounge.
 - ❖ Captured millwork, equipment, and other finishing touches within a 3D model.

GRAEBER SIMMONS & COWAN, Austin, Texas ♦ 2006-2007

Designer

Spearheaded multi-space design and construction planning for corporate and healthcare initiatives ranging in size from 2500-500,000 square feet. Innovated construction document design requisites in compliance with corporate goals of GS&C Interiors Studio, additionally conferring with a specialty consultant to generate continual ADT training.

Select Project Achievements:

- ❖ **Dell Cafeteria:** Added a hot/cold service, coffee bistro, vending area, food storage, and a gaming/lounge area as part of the renovation of the employee cafeteria.
 - ❖ Designed a lighting schematic for kitchen preparation, including improved lighting for the cashier, coffee vendors, and gaming and lounge areas.
 - ❖ Designed cashier stations, flooring, ceiling designs, and banquette and lounge seating to replace the folding tables and chairs used previously. Introduced an appealing food display line.
 - ❖ Drafted construction documents, working with MEP and food service suppliers to direct bidding, permitting, and construction functions.
- ❖ **HealthCare Facilities Development:** Generated tenant improvement construction plans for multi-site doctor's suites ranging in size from 2500-6,000 square feet. Directed bidding, permitting, and construction administration, and finish selections.
- ❖ **Texas Oncology:** Spurred the remodeling of multiple company laboratories ranging from 2500-8,000 square feet by developing construction plans in line with client requirements.
 - ❖ Outfitted space using new and existing pharmacy and testing equipment.
 - ❖ Linked spaces using well-crafted finishing touches.

DEKKER PERICH SABATINI, Albuquerque, New Mexico ♦ 2003-2006

Designer

Orchestrated programming, space planning, construction documents, schematic design, development, and contract administration while working in conjunction with professionally licensed interior designers.

Select Project Achievements:

- ❖ **Space Planning/Design Development:** Performed multiple functions for tenants seeking space in a 3-story LEED Gold building, including space planning and FFE design development, for an 85K square foot project for Jefferson Green.
 - ❖ Selected finishing enhancements for the stairs, restrooms, elevator, stairs, and shell lobby in compliance with LEED requirements.
 - ❖ Employed Earnest Space Requirements Programming to originate tenant space programs.
- ❖ **Tenant Improvement:** Acted as the on-call designer and chief liaison for tenant improvements at Goodman Realty Company's 183,000 square foot One Sun Plaza. Structure previously named as the "Best Building of 2001" by *Southwest Contractor Magazine*.
 - ❖ Formulated construction documents and delivered construction services to tenants such as Sun Healthcare and the U.S. Forest Service, renovating spaces from less than 5,000K to 25,000+ square feet.

Education / Technical Skills

Bachelor of Interior Design w/Minors in Architecture & Marketing, Texas Tech University, Lubbock, Texas
REVIT ♦ AutoCAD 2006/ADT ♦ Microsoft Office