

EXPERIENCE

RSJ Associates: Wilton, NH

Interior Designer (April 2013-Present)

Created and developed construction documents, specification books, and design presentations while analyzing third party documents for conflicts and opportunities for improvement.
Formed and refined design concepts and interpreted existing branded interior design programs for fourteen individual hotels, including eight different chains as well as boutique properties, independent event centers, and a gin distillery.
Conducted presentations, orchestrated FF&E submittals, and reviewed shop drawings and contractor submittals.
Participated in all phases of the design process, including supervising installations and facilitating punch list processes.
Interviewed, recommended, and supervised summer interior design interns.
Established and implemented company procedural standards, and assisted with social media communications.

Self Employed: Williston, VT / Merrimack, NH

Freelance Interior Designer (August 2012 to August 2016)

Created interior design concepts, FF&E recommendations, and construction documents for a co-working startup based in the Washington, DC region.
Provided space planning and FF&E specifications for a self service frozen yogurt shop near Nashville, TN.
Produced customized AutoCAD titleblock templates for a commercial interior designer in Milton, VT.
Developed a client contract template for a residential interior designer based out of Vancouver, BC.
Assisted a church in North Springfield, VT with building and fire code research.

Christine Burdick Design: Burlington, VT

Interior Design Assistant (February 2012-June 2012)

Created and developed construction documents and design presentations for several well known Vermont-based commercial brands, a dental clinic, a health clinic, and a residential summer cabin.
Participated in the organization of the sample library, and coordinated with and presented to client and manufacturer representatives.

MorrisSwitzer Environments for Health: Williston, VT

Interior Design Assistant (June 2008-February 2012)

Assisted in the creation and development of construction documents, selected finishes, and created interiors presentations while maintaining and organizing sample libraries.
Established and implemented interior design protocols on using Revit software for interior design scheduling.
Conducted informative site visits and facilitated punch list productions.
Contacted and coordinated with client and manufacturer representatives.

EDUCATION

Syracuse University

Bachelor of Science in Environmental Design (Interiors), May 2008

SKILLS

AutoCAD 2014	Revit 2014	Illustrator CS4	SketchUp 2017
Kerkythea 2008	Photoshop CS4	Canvas X	Specifications
Construction Documents	Hand Drafting	Hand Rendering	Space Planning

INVOLVEMENT

Registered Interior Designer - NY 000436 (October 2013)
Licensed Interior Designer - FL ID6004 (January 2013)
NCIDQ Certificate Number 28730 (March 2012)
IIDA Member (December 2009 to present)
LEED - Accredited Professional (February 2009)